

# BOARD OF SUPERVISORS

## Brown County



305 E. WALNUT STREET  
P. O. BOX 23600  
GREEN BAY, WISCONSIN 54305-3600  
PHONE (920) 448-4015 FAX (920) 448-6221

PLAN, DEV. & TRANS. COMMITTEE

**PLANNING, DEVELOPMENT & TRANSPORTATION  
COMMITTEE VIRTUAL MEETING**

**Monday, April 27, 2020  
5:30 PM**

**SEE BELOW FOR INSTRUCTIONS TO VIRTUALLY ATTEND  
THIS VIRTUAL PUBLIC MEETING**

Pursuant to Sections 19.85 and 59.094, Wis. Stats, notice is hereby given to the public that a VIRTUAL MEETING of the BROWN COUNTY PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE will be held on MONDAY, APRIL 27, 2020 at 5:30 p.m.

The Public may Access this Virtual Planning, Development & Transportation Meeting by:

- 1) Calling 1-415-655-0003; Entering the following Event Number: 614 612 363; and Pressing #. Then, when asked for Attendee ID, Pressing # Again. (for Audio Only Access); or
- 2) Browsing to this Web Address on a computer or smartphone: <https://tinyurl.com/BCptd427>; and Entering the following Event Number: 614 612 363 (for Audio and Video Access). The Event Password should be filled in, but if needed, then Enter 0427; or
- 3) Physically Going (in-person) to the Brown County Central Library, located at 515 Pine Street, Green Bay, WI; and Entering the lower level Auditorium (for Audio and Video Access).

County Board Supervisors may Attend this Virtual Planning, Development & Transportation Meeting by:

- 1) Utilizing WebEx via their County Issued Laptop and County Issued Headset, as instructed at Virtual Training Sessions (this provides two-way Audio and Video Access). PLEASE LOG-IN 15 MINUTES EARLY!
- NOTE:** County Board Supervisors may Virtually Attend this meeting in any location they desire that has sufficient internet access, and any County Board Supervisor that wishes to may bring their County Issued Laptop and County Issued Headset to Room 200 of the Brown County Northern Building, located at 305 E Walnut St, Green Bay, WI 54301, where social distancing and technical support will be available to assist them with Virtually Attending this Virtual Meeting.

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON  
ANY ITEMS LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Election of Chair.
- IV. Election of Vice Chair.
- V. Set date, time and location for regular meetings.
- VI. Approve/Modify Minutes of February 24, 2020.

**Comments from the Public.** (None) For this Virtual Meeting, the public may access this meeting via phone, internet or in-person as described above, but public communication will only be one way (audio will go out to phone users, audio and video will go out to internet users, and in-person public attendees will have access to audio and video in the Brown County Central Library Auditorium). This is based on guidance provided by the Wisconsin Counties Association (WCA) on 04-10-2020 that Virtual Meetings " ... should only allow observation and listening, not direct participation (by the public) in order to ensure an orderly meeting is

held." There may be provisions for Public Comment via email, to be made part of the record, at future Virtual Meetings as circumstances and resources allow.

#### **Consent Agenda**

1. Board of Adjustment (January 27, 2020).
2. Solid Waste Board (January 20, 2020).
3. Register of Deeds Budget Status Financial Report for March 2020 – Unaudited.

#### **Communications**

4. Communication from former Supervisor Tran re: To consider a non-binding referendum for the November elections. Question to be asked on Ballot: Should the Wisconsin legislature create a nonpartisan procedure for the preparation of legislative and congressional district plans and maps? *Referred from March County Board.*
5. Communication from Supervisor Schadewald re: I would request that all committees place an agenda item of Impact of COVID-19 on those departments they oversee on their May or June committee agendas so we can see a collection of impact statements in order to better prepare for the future. *Referred from the April County Board.*

#### **Extension**

6. Director's Report.

#### **Public Works**

7. Summary of Operations.
8. Director's Report.

#### **Airport**

9. 12+ Hour Shift Report.
10. Director's Report.
  - a. Winter Operations Update.
  - b. Projects Update.
  - c. COVID-19 Update.

#### **Port & Resource Recovery**

11. South Landfill Fence RFB – Request for Approval.
12. Resource Recovery Annual Report – Request for Approval.
13. Evaluation of Operating the Waste Transfer Station – Request for Approval.
14. Director's Report.

#### **Resolutions & Ordinances**

15. 2019 Balanced Budget Adjustment.

#### **Planning & Land Services; Planning Commission; Zoning – No agenda items.**

#### **Other**

16. Acknowledging the bills.
17. Such other matters as authorized by law.
18. Adjourn.

Bernie Erickson, Chair

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**PROCEEDINGS OF THE BROWN COUNTY  
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, February 24, 2020 in Room 200 of the Northern Building, 305 E. Walnut Street, Green Bay, WI

---

**Present:** Chair Bernie Erickson, Supervisor Tran, Supervisor Deslauriers, Supervisor Dantine, Supervisor Kaster

**Also Present:** Extension Director Judy Knudsen, Port and Resource Recovery Director Dean Haen, Public Works Director Paul Fontecchio, Facility Manager Jon Morehouse, Airport Director Marty Piette, Land Con Citizen Representative Stan Kaczmarek; Director of Administration Chad Weininger, Corporation Counsel David Hemery; Supervisors Borchardt and Van Dyke; and other interested parties.

---

**I. Call Meeting to Order.**

The meeting was called to order by Chair Bernie Erickson at 6:15 pm.

**II. Approve/Modify Agenda.**

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of January 27, 2020.**

Motion made by Supervisor Deslauriers, seconded by Supervisor Kaster to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

*Chairman Erickson thanked Planning Director Chuck Lamine for all his years of service. The county will be missing a very educated individual, knowledgeable and very helpful. Thank you for caring and educating and working with the committee all this time. Lamine responded 37.5 years go pretty quick but thanked the committee and to the three that served on the Planning Commission. It had been an honor working for the people of Brown County and for the committee and he wanted to thank them for that, there were a lot of issues through the years but he felt they had done a good job, there were a lot of good things accomplished.*

**Comments from the Public** None.

**Consent Agenda**

**1. Harbor Commission (December 16, 2019).**

Motion made by Supervisor Dantine, seconded by Supervisor Kaster to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**2. Planning Commission Board of Directors (December 4, 2019).**

Motion made by Supervisor Kaster, seconded by Supervisor Deslauriers to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**Communications**

**3. Communication from Supervisor Van Dyck re: To Amend Chapter 2 of the County Code of Ordinances, Section 2.07 (Planning, Development & Transportation Committee) and Section 2.11 (Education and Recreation Committee), changing the oversight committee for U.W. Extension from PD&T to Ed & Rec Committee. Referred from February County Board.**

Supervisor Van Dyck stated this was an extension to work he's doing in preparation for a communication that he put forth on the Executive Committee. He's going through Chapter 2 of Ordinances and looking at oversight

committees and to him it seemed the Extension would more logically belong under the Education & Recreation Committee. If you look at the mission statement and the program description it certainly was an education based department and probably more fitting as they worked with the Library, Parks, Fair and Museum.

**Motion made by Supervisor Dantine, seconded by Supervisor to open the floor to allow interested parties to speak. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Stan Kaczmarek – Land Conservation Subcommittee Citizen Rep**

Kaczmarek could see both sides and where it could fit with Ed & Rec but if they move the Extension it left Land Con who worked with and were in the same building with Extension. His recommendation, with seeing the progress that's been going the last few years, would be to leave it alone. He would like to hear comments from the Extension Director.

**Motion made by Supervisor Dantine, seconded by Supervisor Kaster to return to regular order of business. Vote taken. MOTION CARRIED UNANIMOUSLY**

Knudsen informed she had spoken with the County Executive about the pros and cons. It needed to be a decision made between Ed & Rec and PD&T. She just wanted to make sure wherever they went their department was well supported by the committee.

Van Dyck appreciated they were in the same building but the mission statements were completely different from one another. The agricultural aspects at the Extension were there but as time has gone on, they had expanded into many areas that were far from being specific to agriculture. The interaction with other departments within the county were as much or more than the agriculture side. His intention would be effective with the new board term starting in April.

Corporation Counsel Hemery informed this would need to go to Executive Committee as well.

Kaster referred to last month's Director's Report and noted their programs were all tied very closely to Land Conservation. If he would move it, he would move it under Land Conservation. Dantine agreed, Knudsen has done a great deal for farmers and with agriculture with the gardens in Brown County. Erickson also agreed, as far as the area Knudsen works with, it was highly agricultural. Working with families on food plots, kids raising food and selling it at the market. She even expands into Public Works with seeding for pollinators, which was a big project with the state. Erickson felt they had to rewrite the mission statement.

Van Dyck responded he understood there was an Ag connection but there was little to no agriculture going on at 4H clubs.

Supervisor Borchardt questioned, with the mission statement for Extension, was that all Extensions across the state? Knudsen responded, very close, they tweak it a little. Borchardt stated there wasn't a lot of wiggle room and they can't change it. Erickson stated if you go through other counties, Extension is with Land Conservation specifically. Borchardt felt there were opportunities with Ed & Rec and their departments to make Extension more visible in the community. She didn't feel that was being done under PD&T.

Deslauriers didn't think there was a committee that had been more supportive of Knudsen's work in every way possible. He understood Van Dyck's call to move some of the educational things, there was value there too. He felt there were some opportunities to work closer with the library and getting more programs out to other areas in the county. Whether it belonged in this committee or Ed & Rec he would support Knudsen in whatever direction she felt would be the best for the community knowing her mission and work.

Kaster can understand where Van Dyck is coming from but if it were to be changed, he felt it would be a constant coming back to this committee with regard to the Ag. He reiterated it may be more appropriate under Land Con as there were a lot of connections.

**Motion made by Supervisor Dantine, seconded by Supervisor Kaster receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**4. Communication from Supervisor Tran to send a resolution kindly requesting PFAS testing to: 1. New Water Treatment Facility to test Green Bay's drinking water; 2. Johnson Controls to test the Peshtigo River where it runs into the Bay of Green Bay.**

Tran provided an amendment to her communication (changes are reflected above).

Dantinne informed Tyco tested the Peshtigo River already. Tran believed they tested the site but nothing further down. Hemery stated this communication would also have to go to Executive and asked the committee to forward it. It also stated test drinking water, he believe drinking water came from Lake Michigan and not the Bay and NEW Water does sewage treatment. Tran stated the water circulated. She noted it was two separate issues but the same thing. She provided a map of Marinette and Peshtigo (attached).

Hemery informed last month Corporation Counsel was directed to draft a resolution in support of an Assembly bill, which passed the Assembly last week and still had to go to the Senate. He spoke to the main takeaways and requirements based on what was being reported. As of today the DNR was in the process of providing state certification of laboratories for PFAS analysis and setting standards.

The part Deslauriers felt had value was having NEW Water test for PFAS. The DNR made 152 requests for water treatment facilities to test for PFAS and only two complied on a voluntary basis. NEW Water was a separate entity, outside of county control, but there would be value in requesting them to do testing due to the concerns of discharge and contamination to the Bay. Hemery read NEW Waters response to the request as, just because they were one of many that put water into the Bay, why were they being targeted? They treat the water and were not a PFAS source. They discharge it but there were a lot of discharges. Hemery questioned the main goal? Deslauriers stated the whole point was just like the landfills, they were not the point source of the contamination but to make educated decisions on how to deal with regulation and what would actually work, they had to know the discharge contamination at this point, getting a baseline. It wasn't a matter of testing the Bay, he wanted to know the extent of contamination coming out of NEW Water so they could make educated decisions going forward. Ultimately he believed NEW Water would likely treat the landfill leachate when the landfill went live. Dantinne understood they would get some number but it doesn't tell where it's coming from. Deslauriers agreed and ultimately the producers should be held accountable, but for the foreseeable decades, they will have to be dealing with it in waste water, drinking water and leachate. Once the EPA gets to a certain point and declare as a hazardous material there will be some accountability.

Responding to Kaster, it was Haen's understanding that PFAS were everywhere. In his opinion, solid waste as well as waste water treatment plants were taking the same stance. They need firm regulations. This was all emerging and that's why they were reluctant to test. Testing procedures were undefined so they don't have good testing protocol or certified labs and you don't even know what the numbers mean. It was a work in progress and fell to the state to help figure out what it all means.

Erickson noted they were off the communication but added, to single out NEW Water, it is fine if they are willing to give a test but there was as much or more treatment water going into the Fox River south of Green Bay than there was coming out of the Green Bay area. Going north, Marinette and Door County, they all have treatment plants and were dumping as well. Reiterating Kaster, all of the mills and tons of manufacturers were putting PFAs in the water. There were septic systems all around that went into groundwater which went to the river. You can't stop it. He briefly spoke in favor of having personal meetings with representative's verses sending resolutions. He met with State Representative Nygren two weeks ago and he was very confident they were going to get something done. Before they single out one company they should determine all of the companies putting PFAS in the Fox. Deslauriers can appreciate that but the county directly contributed to NEW Water through the landfill leachate.

Deslauriers stated they had tested and were relying to a certain degree on the baseline testing for South landfill. Haen informed the data sat in-house and didn't have to turn it in or bring it to the County Board. Once there were protocols, then they may have to do it again. Deslauriers point was the county already did it. Erickson interjected that they were way off the subject and suggested getting back on track.

Tran re-amended her communication to have NEW Water Treatment Facility test the discharge of the water going into the Bay, and request Green Bay and Brown County Water to test the drinking water. The reason she was concerned, she was looking at data for Ashwaubenon and got water from Green Bay and there were at least 13 contaminants that exceeded the human health hazard and that's why she wanted to know where the water was coming from and what was in it. Hemery stated there was like 1,000 PFAS chemicals, what was she asking to be tested? Deslauriers responded, the DNR has specified 32 chemicals as particular interest and that's what the county tested for too.

Responding to Tran, Weininger didn't think NEW Water would let the county go into their private facility to test. He felt NEW Water's position was they didn't want to test until the EPA set the guidelines so they know what they were testing for. As a County Board they didn't have authority over this issue. It was specifically EPA and the state that had oversight that can mandate those things. Weininger explained how the standard range was set and when testing was required.

**Supervisor Deslauriers suggested making a motion to send a request to NEW Waste Treatment Facility to test its discharge for PFAs contamination, the same 32 compounds listed by the DNR, and for municipal water providers within Brown County to test for levels of PFAs contamination in the drinking water and report back to Brown County. Note vote taken.**

Kaster stated there were other sewage treatment facilities and questioned if it would be better to request this from all of them? Deslauriers stated the only reason for the exclusion was it was the only one the county was dealing with directly, but it was fine either way.

After further discussions, Dantine suggested sending a resolution to the DNR stating there were concerns in Brown County because of PFAS in drinking water. Erickson felt that would make more sense and you can include all the contributors. Hemery informed the Wisconsin PFAS Action Council (WisPAC) was developing and approving a draft action plan on April 16<sup>th</sup> in response to growing concerns about PFAS, a resolution now to the DNR would get there prior to approval.

**Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to direct Corporation Counsel to prepare a resolution to send to the DNR indicating Brown County has concerns regarding PFAs and water contamination and the county would like baseline testing to be done by the state for drinking and waste water, and forward this to Executive Committee. Vote taken. MOTION CARRIED UNANIMOUSLY**

5. **Communication from Supervisor Deslauriers re: That Brown County test the wells at and, to the extent possible, around the East and West Landfills to determine the extent of PFAS contamination at those sites. And that Brown County test the East and West Landfill leachate prior to and after treatment to determine how effective the treatment currently used is in reducing PFAS contamination. *Referred from February County Board.***

Deslauriers felt the county was two years away from opening up the south landfill. The intent was to get an idea of where the county was at with the east and west landfill so they can make the best decisions possible for the plan of operation going forward. He knew there was nothing in there about PFAS, nor there should be at this point, there was no regulation, so he was trying to move the needle a little bit. He spoke with Natasha from the DNR about where the regulation was. The regulation would be finalized slightly after the landfill opened so it didn't lend itself well to planning for the isolation or mitigation of PFAS contaminated items. While it was in everything, it was into everything to varying degrees. He felt the second part of his communication may not be doable but the first part might be a good indicator of what they will have to deal with with the south landfill. The south landfill, they didn't have municipal water supply providing water for the people living around there. These were all private wells.

Responding to Deslauriers, Haen informed they were doing environmental monitoring and briefly explained to what extent. He informed the testing they did had no risk, they didn't representatively sample and there was no EPA method. Anything beyond that, there was risk, legal liability, significant cost, not that it's not important, they were actively working in state associations to help the DNR figure out these rules and regulations. Until those are set, that's why everyone was reluctant to do it. You'll spend money and then

change the protocol but then have to test again anyway. Until the DNR and EPA establishes rules and regulations, you wait, participate, learn and educate yourself. The DNR was at the last meeting and they don't know. Deslauriers questioned if it would be reasonable to change it to reflect once the protocol and the facilities are finalized that they move forward with testing. If they had the facilities, they could proactively start the process before the standards were already out. Haen felt they needed a number to figure out things and until there was a number, they don't know what it means.

Kaster questioned if they tested around the landfills, how did they know it came from there? Deslauriers stated they will never know if it absolutely came from there but if they see a cluster of issues around those landfills, then it begs further testing, a second look because they will be implementing the same type of operational procedures of those two landfills at the south landfill where there was no municipal water supply. He felt it was an ounce of prevention and little downside to doing it.

Deslauriers couldn't think of another way to get information than to do this type of testing. Erickson pointed out that the DNR recommends you test your well once a year and there was money set aside by the state if you have a problem with your well you can reclaim up to 75% of the cost of repairing or replacing the well to get it right. There was a lot of personal responsibility on the landowner to check their well. Like Kaster said, there are so many things around the east landfill that could contribute to that plus our own septic systems. He felt they should wait for standards. The county was an arm of the state and the state was going to give the county directions and tell them exactly what to do. Kaster questioned if the county could ban the fire foam? Haen informed they could be more stringent than the state but didn't know of any landfills that did that. If things were banned, they're banned. It was difficult. It was easier to operate underneath firm regulations, treatment and well understood situations.

In response to further discussions, Haen informed his Operations Manager was on the DNR's PFAS Technical Advisory group. He noted another suggestion that was made was contacting legislators, they were part of the process and oversaw the DNR.

Tran agreed with Deslauriers and felt they needed a baseline. She would like to be proactive. She noted PFAS could be incinerated per the EPA, it breaks up the chemical. Haen informed if they were banned and regulated by the state, the owners of the materials would have to pay to send them to an incinerator of destruction. There were none located in Wisconsin but there were many industrial incinerators around the country. Hemery stated if it passed regulation, corporations would have to follow the state regulation.

When talking about testing for PFAS Hemery felt it was important to talk about exactly what they were testing for as he wasn't aware they were more than one chemical until recently. He noted there was no liability as long as they were following state laws and there weren't any on this, but it looked like there was going to be soon.

Kaster reiterated there were all kinds of different things in all kinds of different places a long time ago that no one knew anything about to go and test. How can you say it was from a landfill? Haen responded, you do more testing. Existing sites will be complicated to deal with but they will have to scientifically try to determine the source of PFAS and where they were. Tran stated they don't know because they didn't do anything before and that's why it's relevant now to have a baseline. Haen responded they've done that.

**Motion made by Supervisor Deslauriers, seconded by Supervisor Dantine to refer to Corporation Counsel to include in that request to legislator and DNR that they expedite the process of getting PFA standards and regulations in place as they pertain to wastewater treatment, landfill operations and waters of the state, and also bring this back in April. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Port & Resource Recovery**

6. **WDOT Harbor Assistance Program Resolution and Statement of Intentions – Request for Approval.**

**Motion made by Supervisor Dantine, seconded by Supervisor Tran to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

- **Resolution Approving Three-Year Statement of Intentions for Wisconsin Department of Transportation's Harbor Assistance Program.**

Port & Resource Recovery Director Haen informed this was done yearly, basically a planning document for the state, putting all potential grant projects together. There was no obligation on the county nor to the users that were part of the grant.

**Motion made by Supervisor Dantine, seconded by Supervisor Tran to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**7. Emerging Contaminant of Concern PFAS – Update.**

Deslauriers thanked Haen for taking the time for providing a lot of good information and putting it in the packet.

**Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**8. Director's Report – Update.**

Haen spoke to the written report in the agenda packet.

**Motion made by Supervisor Deslauriers, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Extension**

**9. Budget Adjustment Request (20-012): Any increase in expenses with an offsetting increase in revenue.**

Responding to Deslauriers, Knudsen informed they did a manure study with a student intern about six years ago and this was a follow-up to that, looking at manure spills across the state.

**Motion made by Supervisor Kaster, seconded by Supervisor Dantine to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**10. Resolution Regarding Table of Organization Change for UW Extension LTE Conservation Student Intern.**

**Motion made by Supervisor Dantine, seconded by Supervisor Tran to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**11. Director's Report.**

Knudsen reported on the following:

- March 3-4, 2020 was their Landscaper Conference @ Liberty Hall in the Valley. They had 101 participants for day 1 and 120 for day 2.
- Directory Workshop on Thursday. They had over 30 sign up.
- Master Gardener Saturday Series. 63 signed up.
- All 4-H programs for spring are full. She talked to staff about doing some STEM in Morrison or Wrightstown.
- Their Ag Agent had a data jam for farmers. Worked with 20 farmers to look at what data was telling them.
- Their Jail garden was moving forward and may have a potential funder for materials. There was a lot of interest. What's raised will be donated to local food pantries.
- Literacy LEAN Project with BC Library was moving forward, UW-Madison was contributing some dollars to the project. Waiting for the jail to install their new video conferencing equipment and they will start their pilot in April with a handful of inmates who have children between 3 and 8 to read or do an activity



with their child for a half hour of scheduled time. Hoping to maintain a bond between the inmate and their child/ren.

Dantinne thanked Knudsen for the great job at the STEM Center with Taste of Wisconsin, it was a great event. Close to 175 in attendance. Food was great and it was well received.

Deslauriers reached out to the Morrison Town Board strongly encouraging them to be welcoming with Extension to use their facility for STEM/4H programming.

**Motion made by Supervisor Dantinne, seconded by Supervisor Tran to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Public Works**

**12. PW-15 Public Works Family Bathroom Plan.**

This was sent to Public Works Director Paul Fontecchio to create the policy.

**Motion made by Supervisor Deslauriers, seconded by Supervisor Tran to approve the PW family bathroom plan as written. Vote taken. MOTION CARRIED UNANIMOUSLY**

**13. Summary of Operations Report.**

**Motion made by Supervisor Tran, seconded by Supervisor Dantinne to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**14. Director's Report.**

Fontecchio spoke to the CTH B Retaining Wall and 2019-2020 Snowfall noted in his Director's Report in the agenda packet.

Replying to Dantinne, Fontecchio stated they had a Courthouse Security meeting this week Wednesday at noon, Supervisor Deneys will be attending. They were bringing four options forward for discussion.

Weininger informed the DA was able to absorb costs for new furniture for the new DAs. They were looking at moving the Treatment Court people out of the building due to potential offenders seeing people with victim protection. There was no budgetary impact that the board would have to approve, and the other move should be taken care of without approval as well as no additional funds were needed.

**Motion made by Supervisor Dantinne, seconded by Supervisor Kaster to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

#### **Airport**

**15. 2019 – 2020 Carryover Funds.**

**Motion made by Supervisor Dantinne, seconded by Supervisor Deslauriers to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**16. 12+ Hour Shift Report.**

Dantinne had concerns when employees are working 23.5 hours a day. Director Piette informed their shifts start at 7am, if snow starts early they bring them in at 3am until midnight or 2:30am but there were several periods of time of 2-3 hours or more where there were no flights which gives them an opportunity to take a break, rest or sleep for a few hours. They keep them on clock when they are at the airport knowing they may need them at a moment notice.

**Motion made by Supervisor Kaster, seconded by Supervisor Tran to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**17. Director's Report.**

**a. Passenger Traffic Update.**

There were no cancelations in January from airliners which was great considering last year they had quite a number of cancelations. They saw a 22.1% increase over January 2019. 8% was American Airlines increase, Delta was almost 6% and United Airlines was up 31%. They didn't have Frontier last year and accounted for a 7% portion of an increase. Operating well and carrying more passengers.

**b. Projects.**

- i. Exit Lane Breach Control (ELBC).**
- ii. Restaurant Rehabilitation.**

Rehabbing on the three restaurants started about two weeks ago and is coming along and looking really nice. They installed barn wood on side walls, repainted and added Green Bay feel murals. Redoing all the tables, chairs and bar top. They added patio areas with wood floors and half walls in the concourse area. The restaurant in 2019 was up +20% in sales which was part in due to passenger traffic and updates to menu.

In addition, Milwaukee Airport started a coat, \$2 a day, max \$10 and Green Bay thought it was a great idea. They had a conversation with Air Host, the restaurant vendor, and they jumped on the idea. They will start a coat check probably next week already; coat racks and garment bags were in. They didn't have 24 hour staff so Public Safety will be helping out. Plans are for March and April, to see how it goes.

**Motion made by Supervisor Dantine, seconded by Supervisor Deslauriers to receive and place on file.**

**Vote taken. MOTION CARRIED UNANIMOUSLY**

**Planning & Land Services; Planning Commission; Zoning – No agenda items.**

**Other**

**18. Acknowledging the bills.**

**Motion made by Supervisor Dantine, seconded by Supervisor Erickson to acknowledge receipt of the bills.**

**Vote taken. MOTION CARRIED UNANIMOUSLY**

**19. Such other matters as authorized by law. None.**

**20. Adjourn.**

**Motion made by Supervisor Dantine, seconded by Supervisor Kaster to adjourn at 8:53 pm. Vote taken.**

**MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia A. Loehlein  
Administrative Coordinator

## **MINUTES FOR THE JANUARY 27, 2020 BOARD OF ADJUSTMENT**

The following are the results of a public hearing that was held before the Board of Adjustment ("Board"), created under and by virtue of the Brown County Shorelands and Wetlands Ordinance, Chapter 22; and Floodplains Ordinance, Chapter 23, in Room 391, 3<sup>rd</sup> floor of the Northern Building, 305 E. Walnut St., Green Bay, on Monday the 27<sup>th</sup> day of January, 2020, at 4:30 p.m.

Motion by Perock to approve minutes from August 12, 2019 second by Huxford.  
**Minutes approved on a 3-0 vote.**

The appeal taken by Steven Zingler, denying his request for a seawall was **approved subject to staff recommendation and wall not to exceed 54 inches on water side from lowest adjacent grade of beach.** The property is located in the Town of Scott, 4383 Nicolet Dr., Parcel # SC-1602-23 ("Property"). **Vote 3-0**

The appeal taken by Cary Anderson, denying her request for reduced amount of fill around foundation for flood proofing was **approved subject to staff recommendation and suggestion of working with neighbors on a drainage agreement.** The property is located in the Town of Scott, 4383 Edgewater Beach Rd., Parcel # SC-1604-12 ("Property"). **Vote 3-0**

The appeal taken by Todd Anderson, denying his request for fill/retaining wall within 35 feet of tributary to the Bay of Green Bay was **approved subject to staff recommendations and to supply signed letter or email from Casey Cuene.** The property is located in the Town of Scott, 4367 Nicolet Dr., Parcel SC-1602-19 ("Property"). **Vote 3-0**

Dated this 29<sup>th</sup> day of January, 2020.

Brown County Board of Adjustment  
Bill Ullmer  
Richard Huxford  
Tom Perock  
Debbie Diederich - Alternate

PORT & RESOURCE RECOVERY DEPARTMENT



2561 SOUTH BROADWAY  
GREEN BAY, WI 54304

PHONE: (920) 492-4950 | FAX: (920) 492-4957

DEAN R. HAEN

DIRECTOR

---

## PROCEEDINGS OF THE BROWN COUNTY SOLID WASTE BOARD

---

A regular meeting was held on **Monday, January 20th, 2020**  
at the Brown County Resource Recovery Facility, 2561 S Broadway, Green Bay, WI 54304

1) Call to Order:

The meeting was called to order by Solid Waste Board Chair John Katers at 2:30 pm.

2) Roll Call:

Present: John Katers, Chair  
Mark VandenBusch, Vice-Chair  
Norb Dantine  
Michael Lefebvre  
Doug Martin  
Bud Harris  
Dave Landwehr  
Bill Seleen

Excused: Mike VanLanen

Also Present: Dean Haen, Brown County P&RR  
Mark Walter, Brown County P&RR  
Chad Doverspike, Brown County P&RR  
Samantha Cooper, Brown County P&RR  
Ben Hintz, Brown County P&RR  
Chris Anderson, Foth  
Mike Geiger, Town of Holland  
Dan Leick, Fox Shore Disposal

3) Approval/Modification – Meeting Agenda

A motion to approve the agenda was made by Dave Landwehr and seconded by Doug Martin. Unanimously approved.

4) Approval/Modification – Meeting Minutes of November 18th, 2019

A motion to approve the November 18, 2019 meeting minutes was made by Norb Dantine and seconded by Bill Seleen. Unanimously approved.

5) Announcements/Communications

Dean Haen announced that the WDNR has approved the South Landfill Plan of Operation.

6) South Landfill Excavation & Site Work RFB

Chad Doverspike explained that a bulk excavation site walkthrough occurred at the beginning of January and all vendors had to undergo a bidder's qualification. The department ended up receiving four total submittals for the RFB. The lowest bid amount received was \$4,763,639. Dave Landwehr asked what the budgeted amount for the excavation work of the landfill was, to which Mr. Doverspike answered \$4.8 million. For this year, the department has about \$6 million in the budget to go towards south landfill (SLF) construction projects.

John Katers asked if there were any type of reference checks done on the vendors that had submitted bids to which Mr. Doverspike answered that the minimum bidder's qualification included that the vendor must have had to have moved at least 250,000 yards of dirt in the past five years.

**A motion to approve the South Landfill Excavation & Site Work RFB to award Mashuda Contractors the bid for \$4,763,639 was made by Dave Landwehr and seconded by Doug Martin. Unanimously approved.**

7) 2020 Public Communication Plan

Mr. Haen announced that the communication plan for this year includes more content about the preparation and progress of the SLF and new BOW agreement.

The department's Clerk/Typist, Samantha Cooper, will be working with the public relations team to coordinate more social media coverage and content, freeing up more time for Leonard and Finco to focus on the BOW agreement and SLF coverage.

**A motion to approve the 2020 Communication Plan was made by John Katers and seconded by Mike Lefebvre. Unanimously approved.**

8) Environmental Groundwater Monitoring RFQ

Mr. Haen stated that the last time groundwater monitoring services was priced out was in 2015 and County contracts must be bid out every five years. The Badger Labs price quote for 2020-25 is less than in 2015-20.

9) Transfer Station Electronic Signage

Mr. Doverspike announced that all of the signage has now been installed and programmed. The timing of the stop-and-go lights at the scales are still being adjusted.

10) Utilization Strategy for Rate Stabilization Fund

Mr. Haen stated that the municipalities currently would like to use the Rate Stabilization Fund to slowly increase the Tipping Fee after the South Landfill opens in order to better budget their finances. Brown County has come up with four different options to incrementally adjust the tipping fee:

- Option 1: \$2.50 per year increase
- Option 2: \$2 per year increase
- Option 3: \$1.50 per year increase
- Option 4: \$1 per year increase

These options will be discussed with both the city of Green Bay and city of DePere to identify any concerns prior to discussing the options with the other municipalities to receive their input and guidance. A new Solid Waste Management Services Agreement will be drafted melding the current Solid Waste and Recycling Agreements and incorporating the utilization of the Rate Stabilization Fund. A draft will also be shared with the cities of Green Bay and De Pere.

11) Director's Report

Mr. Haen stated that GAD had offered Brown County a three year extension with no cost increase. They did, however, want to discuss frozen loads and how they would be compensated for their time cleaning out frozen boxes. The Resource Recovery department has begun to charge frozen load clean-outs at \$25 per box, beginning January 1<sup>st</sup>, 2020. A device has been purchased to enable faster cleanout.

Mr. Landwehr asked who would be responsible if a truck was damaged as a result of cleanout to which Mr. Haen answered that GAD carries insurance to cover that.

**A motion to suspend the rules was made by John Katers and seconded by Dave Landwehr. Unanimously approved.**

Dan Leick from Fox Shore Disposal shared his concern that GAD was benefiting from the \$25 per box cleanout.

Mr. Haen suggested that to address this concern, the topic should be revisited at a later date and if necessary the frozen load fee be adjusted based on efficiency of the new frozen-load clean out equipment.

**A motion to return to regular session was made by Dave Landwehr and seconded by John Katers. Unanimously approved.**

Mr. Haen continued on to discuss the gas-to-energy facility that was open at the East Landfill. The project generated \$4.9 million in revenue but ended up in the loss of \$1.2 million. Mr. Haen also went on to mention that the private well testing has begun at the SLF. Only one private well has yet to be tested. Property owners have received their data.

Mr. Doverspike stated that PFAS continue to be an emerging contaminant of concern and staff is actively engaged on the topic through our involvement in state and national associations.

An announcement was made that the Wisconsin Integrated Resource Management Conference will be happening at the end of February and Board members are invited to attend.

12) Such other Matters as Authorized by Law

No other matters.

13) Adjourn

**A motion to adjourn was made by Norb Dantine and seconded by Mike Lefebvre.  
Unanimously approved. Meeting adjourned at 3:50 pm.**

---

John Katers, Chairman  
Solid Waste Board

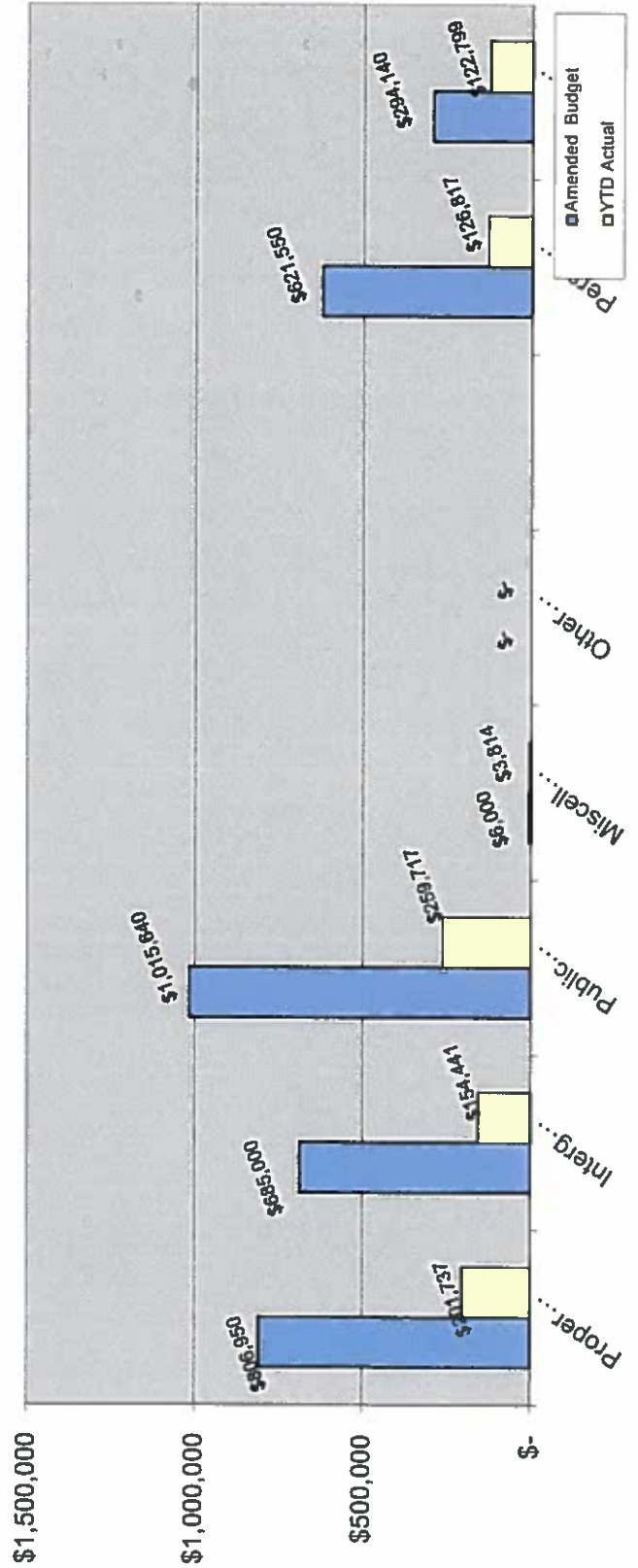
Dean R. Haen, Director  
Port & Resource Recovery Department

# HIGHLIGHTS:

Expenditures: All categories are progressing as anticipated  
Revenues: All categories are progressing as anticipated

	Amended Budget	YTD Actual	Percent of Budget
Property Taxes	\$ 806,950	\$ 201,737	25.0%
Intergovernmental Rev	\$ 685,000	\$ 154,441	22.5%
Public Charges	\$ 1,015,640	\$ 259,717	25.6%
Miscellaneous Rev	\$ 6,000	\$ 3,814	63.6%
Other Financing Sources	\$ -	\$ -	0.0%
Personnel Costs	\$ 621,550	\$ 126,817	20.4%
Operating Exp	\$ 294,140	\$ 122,799	41.7%

## Register of Deeds - Through 03/31/2020 Unaudited





18 March 2020

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**RESOLUTION TO CONDUCT COUNTYWIDE ADVISORY  
REFERENDUM ON CREATION OF NONPARTISAN PROCEDURE FOR  
THE PREPARATION OF LEGISLATIVE AND CONGRESSIONAL  
REDISTRICTING PLANS AND MAPS**

**WHEREAS**, the Brown County Board of Supervisors had passed a resolution calling for nonpartisan legislative and congressional redistricting maps; and

**WHEREAS**, pursuant to Article IV, Section 3 of the Wisconsin Constitution, the Wisconsin Legislature is directed to redistrict state legislative districts “according to the number of inhabitants” at its next session following the decennial federal census. The legislature also reapportions congressional districts at the same interval pursuant to federal law; and

**WHEREAS**, there are numerous indicators that the citizens of Wisconsin are concerned about the practice of redistricting by whichever party holds the majority, because it may stifle political participation and competition, discourage collaboration and compromise, and lack the fairness necessary to our democratic process, by undermining the principle of one-person-one vote.

**WHEREAS**, the current procedure allows the legislature of the majority party to prepare redistricting plans and maps that may result in unfair partisan plans and maps, allowing the legislature to choose its voters rather than the voters choosing their representatives, which is commonly called gerrymandering.

**NOW, THEREFORE, BE IT RESOLVED**, that the Brown County Board of Supervisors, in legal session assembled, does hereby approve that the following question be placed on the November 3, 2020 ballot as an advisory referendum question:

*Question: Should the Wisconsin legislature create a nonpartisan procedure for the preparation of legislative and congressional district plans and maps?*

YES \_\_\_\_\_ NO \_\_\_\_\_

**AND BE IT FURTHER RESOLVED**, that the Corporation Counsel prepare a Notice of Referendum to be published by the Brown County Clerk in accordance with statutory requirements:

**AND BE IT FURTHER RESOLVED**, that this resolution and the referendum shall be filed with the Brown County Clerk no later than 70 days prior to the November 3, 2020 election at which the question will appear on the ballot.

**AND BE IT FURTHER RESOLVED**, that the County Clerk is directed to send results of the referendum to the Governor of the State of Wisconsin, the Wisconsin Counties Association, the Wisconsin Towns Association, the Wisconsin League of Municipalities, all members of the State Legislature, and to each Wisconsin County Board.

Respectfully submitted,  
Alex Tran

\_\_\_\_\_  
Troy Streckenbach

COUNTY EXECUTIVE

Date Signed: \_\_\_\_\_

Approved by: Corporation Counsel

BOARD OF SUPERVISORS ROLL CALL # \_\_\_\_\_

\_\_\_\_\_  
Motion made by Supervisor \_\_\_\_\_

Seconded by Supervisor \_\_\_\_\_

1. Resolution to provide emergency funding to combat COVID-19 in Brown County
2. Direct Corp Counsel to draft resolution to the Governor for a moratorium to halt evictions and credit reporting to all credit agencies
3. For Committee of the Whole to consider a non-binding referendum for the Nov. elections. Question to be asked on Ballot:

PBT

Should the Wisconsin legislature create a nonpartisan procedure for the preparation of legislative and congressional district plans and maps?

YES \_\_\_\_\_ NO \_\_\_\_\_

Director Pritzl

- \* 2 Confirmed cases in BC
- \* Emergency center is activated. - level 3
- \* Command post is @ Stryker Beaumont
- \* activated incident command team
- \* area command - protocols being establish - Director Pritzl is taking control of command
- \* design of alternate site, logistic + warehouse
- \* Quarantine site is being looked @

Ann

- \* completed pandemic plan in 2003 (includes communicable diseases)  
group meets quarterly
- \* 2011 prepared for Ebola, Zika
- \* Rec Respiratory outbreak training

County Board meeting April 21, 2020  
Communication under Agenda Item #10

To all committees: I would request that all committees place an agenda item of **Impact of COVID-19** on those departments they oversee on their May or June committee agendas so we can see a collection of impact statements in order to better prepare for the future.

Supervisor Schadewald

PUBLIC WORKS DEPARTMENT

# Brown County

2198 GLENDALE AVENUE  
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576  
EMAIL: bc\_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.  
DIRECTOR

TO: PD&T Committee  
FROM: Paul Fontecchio, P.E.  
DATE: April 27, 2020  
RE: Summary of Operations

The Public Works Department is performing at a normal budget rate through the month of March. The end of March represents 25% of the year. Here is a summary of our operations:

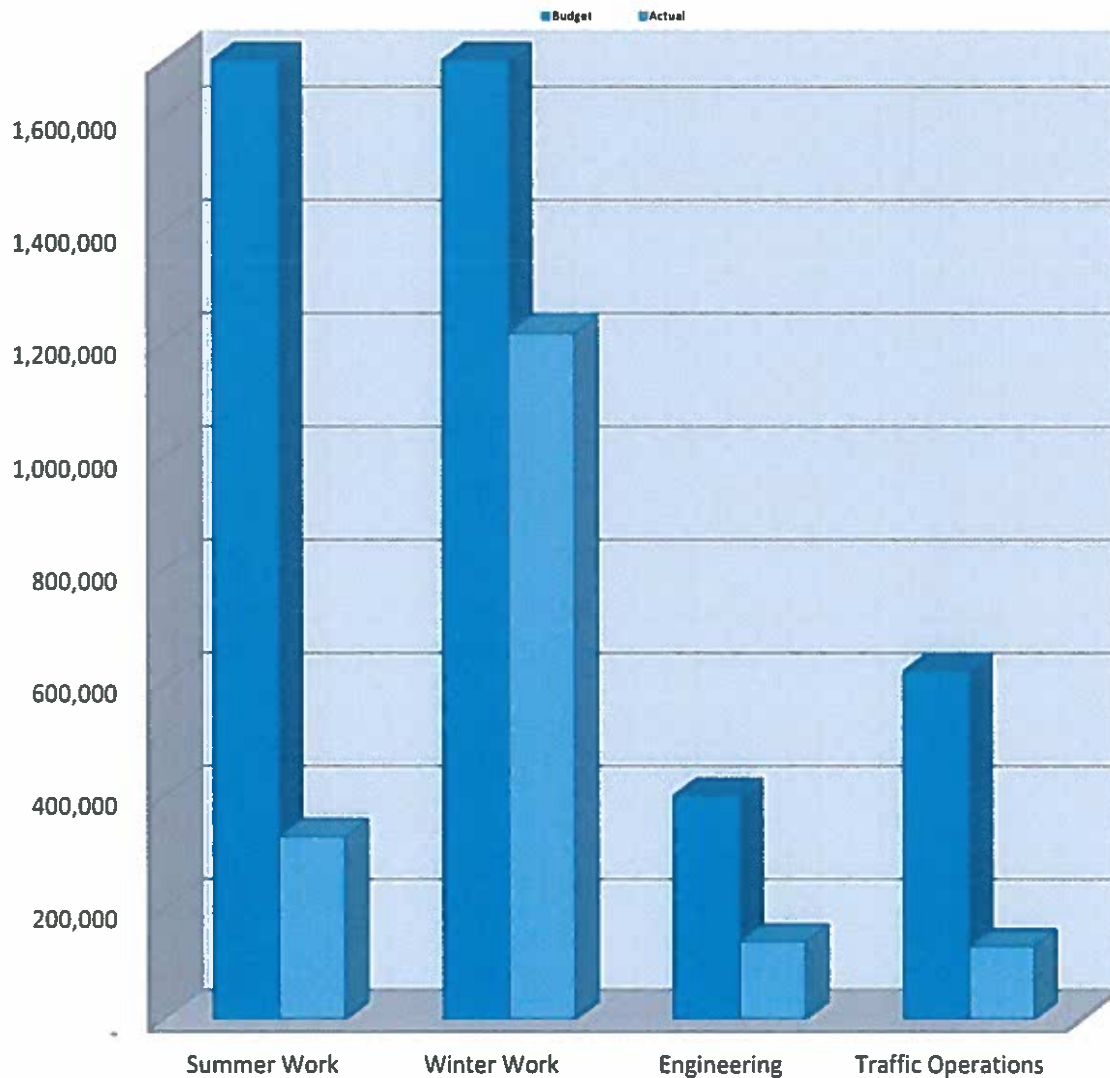
(240) County Maintenance	39.22%
(660) State Maintenance	32.11%
(660) Other Work (Interdepartmental, Municipal, etc.)	68.22%
(400) Capital Projects	66.85%
Facilities	21.89%

Please see the attached charts for more details.

**BROWN COUNTY PUBLIC WORKS  
COUNTY MAINTENANCE BUDGET TO ACTUAL-FUND 240  
As Of 3/31/20**

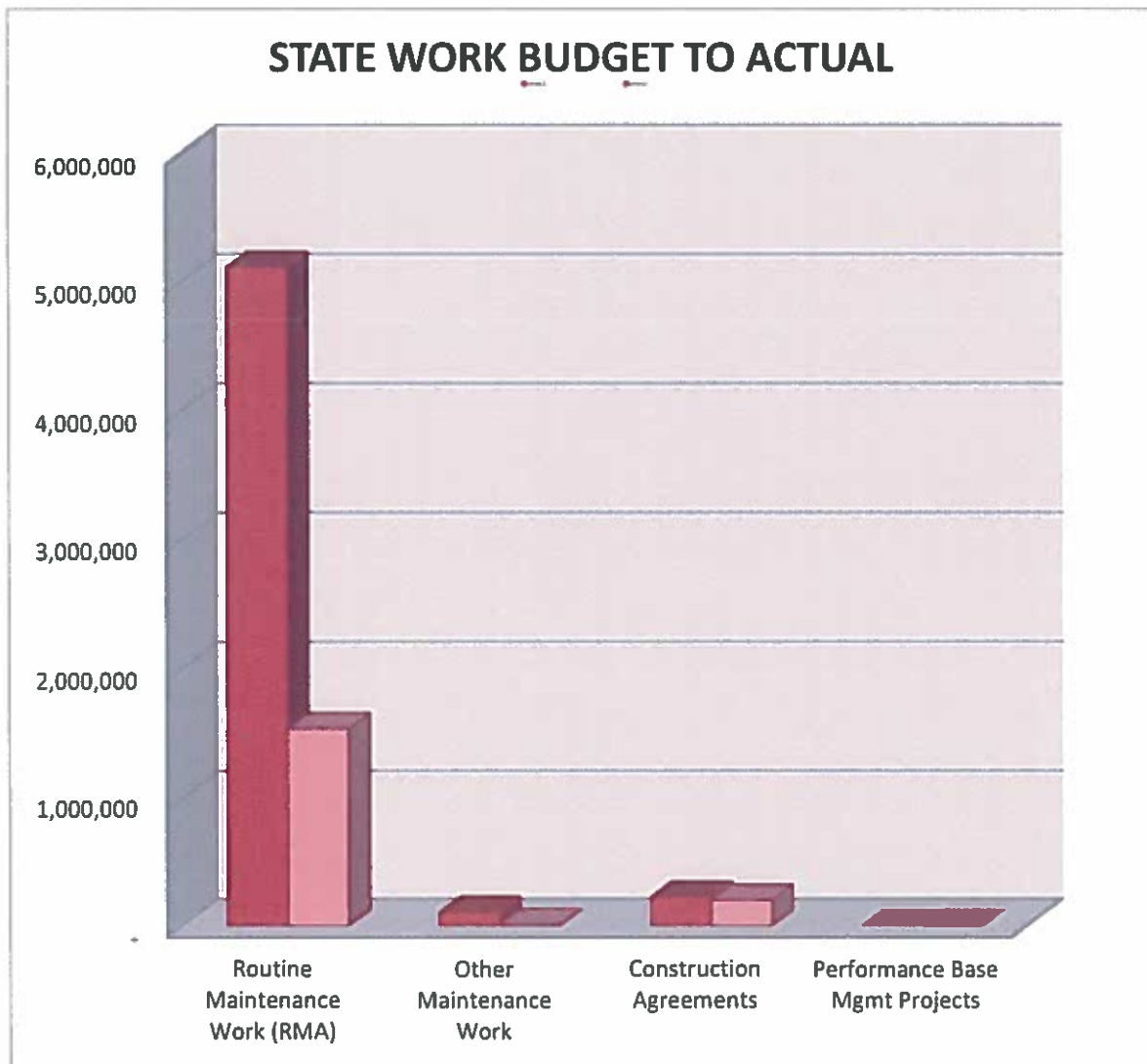
	Budget	Actual	Remaining	Percentage Used
Summer Work	1,908,232	328,461	1,579,771	17.21%
Winter Work	1,720,026	1,218,107	501,919	70.82%
Engineering	400,000	140,839	259,161	35.21%
Traffic Operations	620,000	132,311	487,689	21.34%
Stormwater MGMT	13,441	3,468	9,973	25.80%
County Incidents	30,000	17,009	12,991	56.70%
<b>Total</b>	<b>4,691,699</b>	<b>1,840,195</b>	<b>2,851,504</b>	<b>39.22%</b>

**COUNTY MAINTENANCE BUDGET TO ACTUAL**



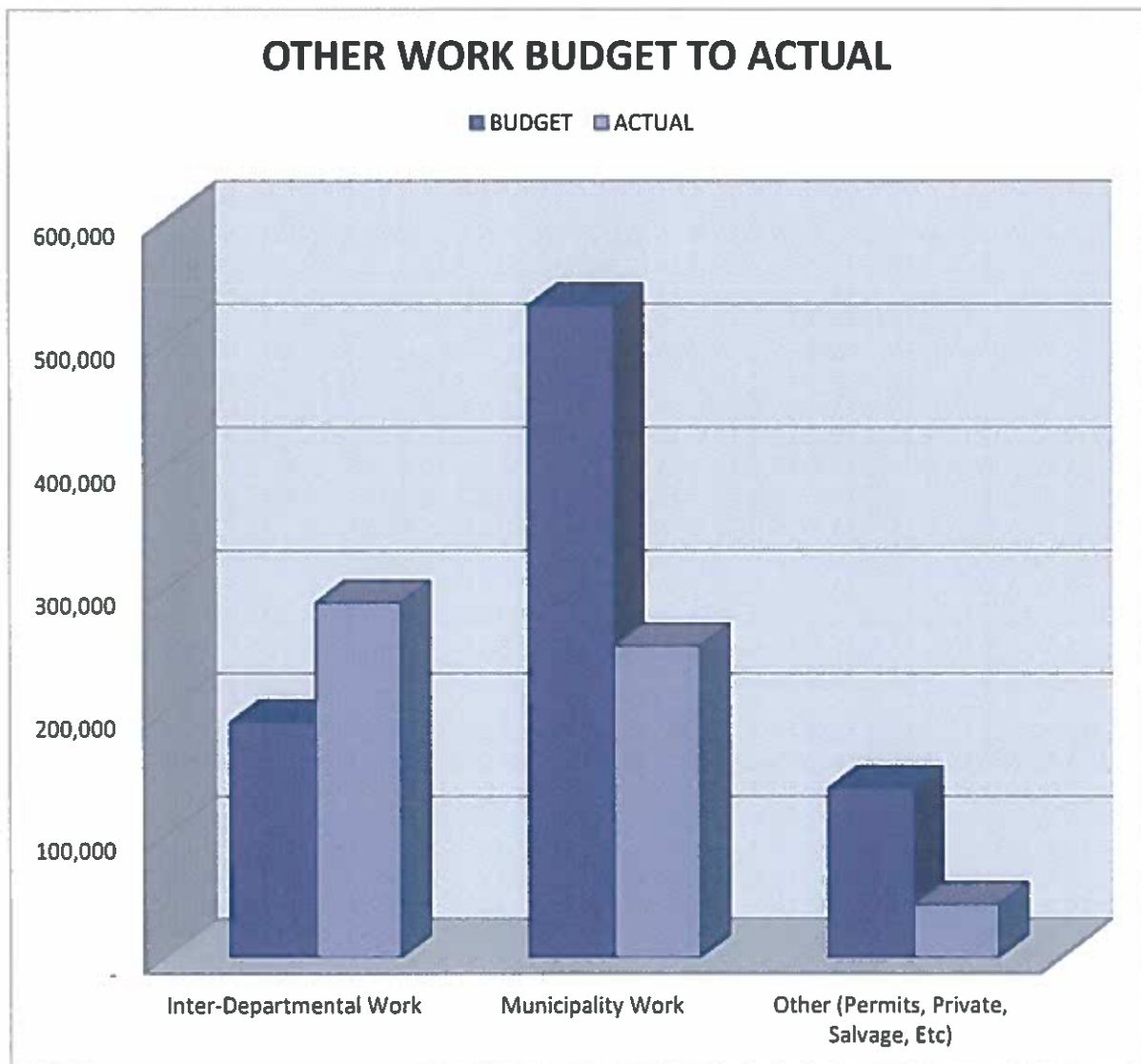
**BROWN COUNTY PUBLIC WORKS-HIGHWAY  
STATE WORK BUDGET TO ACTUAL  
As Of 3/31/20**

	Budget	Actual	Remaining	Percentage Used
Routine Maintenance Work (RMA)	5,110,300	1,537,432	3,572,868	30.08%
Other Maintenance Work	107,827	8,952	98,876	8.30%
Construction Agreements	226,047	201,698	24,350	89.23%
Performance Base Mgmt Projects	-	-	-	#DIV/0!
<b>Total</b>	<b>5,444,175</b>	<b>1,748,081</b>	<b>3,696,094</b>	<b>32.11%</b>



**BROWN COUNTY PUBLIC WORKS-HIGHWAY  
OTHER WORK BUDGET TO ACTUAL  
As Of 03/31/20**

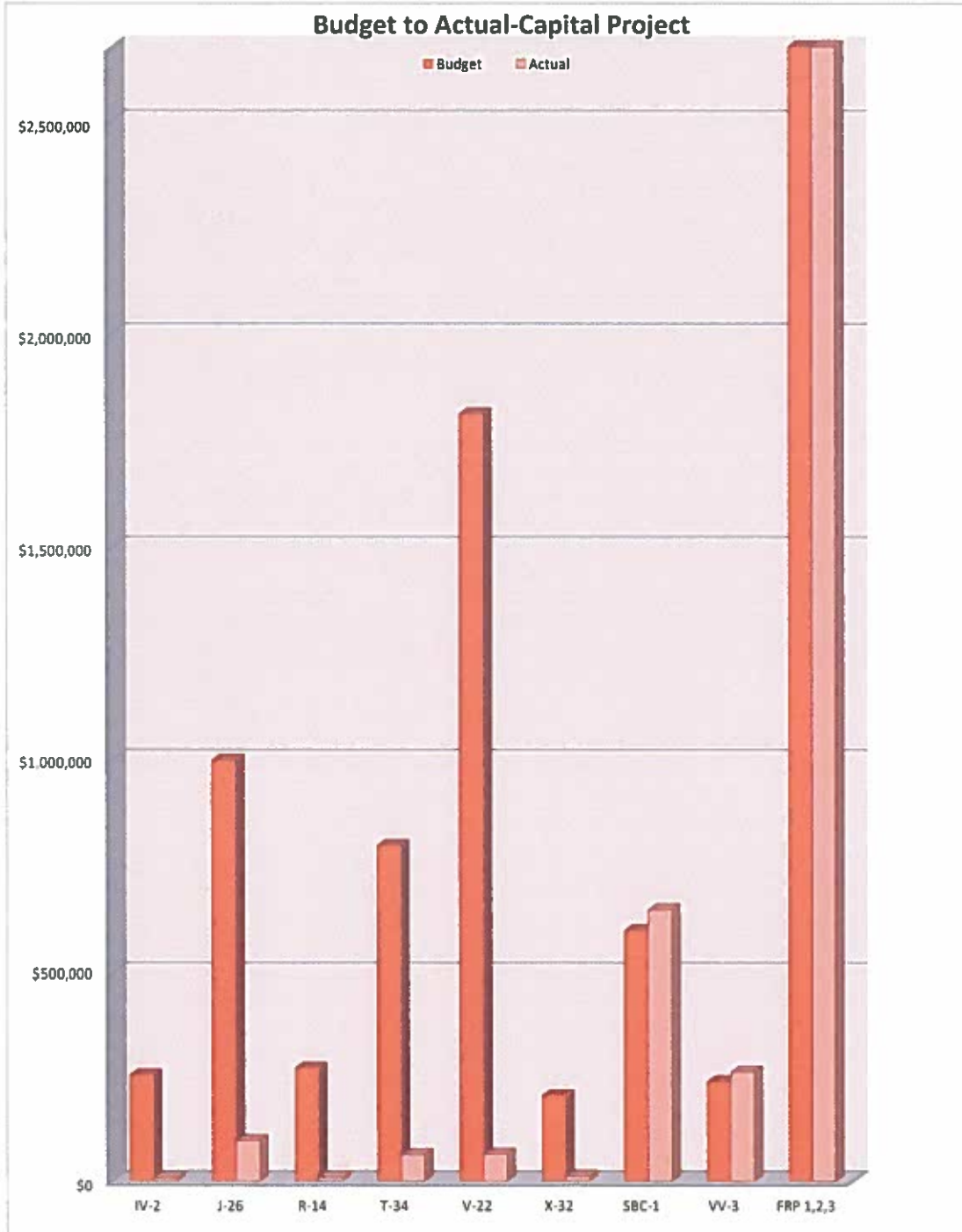
	Budget	Actual	Remaining	Percentage Used
Inter-Departmental Work	191,610	288,935	(97,325)	150.79%
Municipality Work	530,000	253,995	276,005	47.92%
Other (Permits, Private, Salvage, Etc)	137,984	43,449	94,535	31.49%
<b>Total</b>	<b>859,594</b>	<b>586,380</b>	<b>273,214</b>	<b>68.22%</b>





**BROWN COUNTY HIGHWAY DEPARTMENT  
CAPITAL PROJECT EXPENSE-BUDGET TO ACTUAL  
As Of 3/31/20**

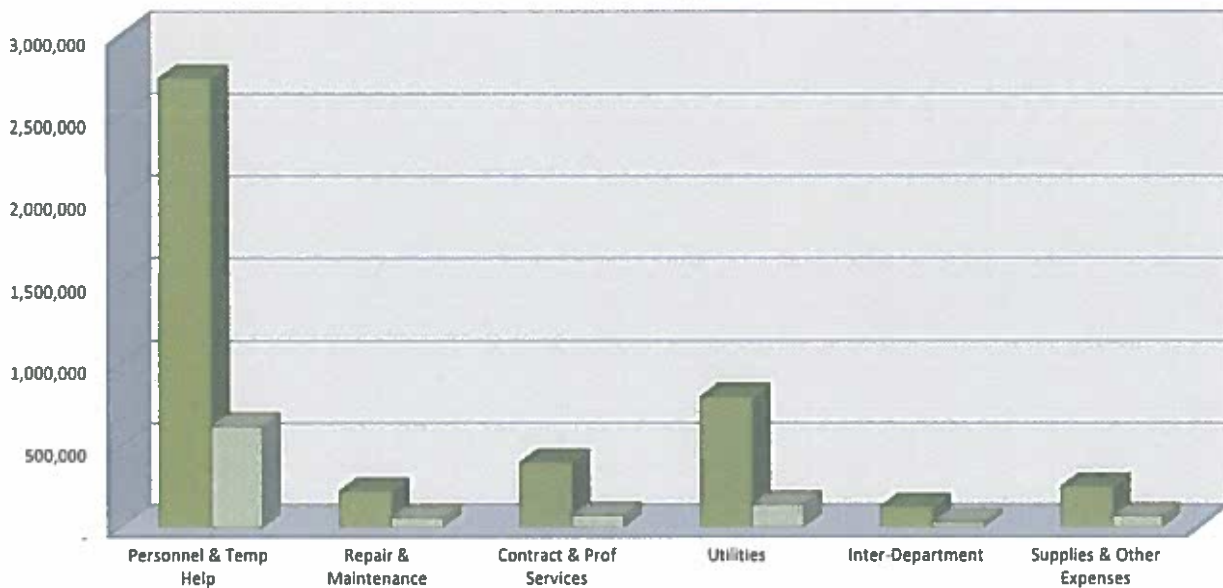
Project	Project Description	% BC Cost	Budget	Actual	Remaining	Percentage
A-23	CTH A at Beach Ln	100%	\$500,000	\$25,528	\$474,472	5.11%
IV-2	CTH P to B/K Line Rd	100%	\$260,000	\$7,725	\$252,275	2.97%
J-26	CTH C to CTH EB	100%	\$1,000,000	\$99,786	\$900,214	9.98%
R-14	Devils River Trail to CTH KB	100%	\$277,000	\$9,172	\$267,828	3.31%
T-34	STH 54 to Caledonia Dr	100%	\$800,000	\$65,563	\$734,437	8.20%
V-22	CTH O to Debra Ln	100%	\$1,813,000	\$66,803	\$1,746,197	3.68%
X-32	Culvert Replacement Zion Rd to CTH G	100%	\$210,000	\$12,341	\$197,659	5.88%
SBC-1	Southern Bridge Connector Tier 1 EIS	100%	\$600,000	\$648,571	-\$48,571	108.10%
VV-3	STH 29/CTH VV Interchange	100%	\$244,162	\$267,567	-\$23,405	109.59%
FRP 1,2,3	Earthwork & Stormwater Retention Pond	100%	\$11,262,412	\$9,830,859	\$1,431,553	87.29%
<b>Total</b>			<b>\$16,466,574</b>	<b>\$11,008,386</b>	<b>\$5,458,188</b>	<b>66.85%</b>



**BROWN COUNTY PUBLIC WORKS  
FACILITY MANAGEMENT BUDGET TO ACTUAL  
As Of 3/31/2020**

	Budget	Actual	Remaining	% Used
Personnel & Temp Help	2,735,808	622,639	2,113,169	22.76%
Repair & Maintenance	223,083	57,911	165,172	25.96%
Contract & Prof Services	400,389	73,269	327,120	18.30%
Utilities	799,433	140,697	658,736	17.60%
Inter-Department	125,629	30,327	95,302	24.14%
Supplies & Other Expenses	250,921	67,772	183,149	27.01%
<b>Total</b>	<b>4,535,263</b>	<b>992,615</b>	<b>3,542,648</b>	<b>21.89%</b>

**FACILITY MANAGEMENT BUDGET TO ACTUAL**



PUBLIC WORKS DEPARTMENT  
*Brown County*

2198 GLENDALE AVENUE  
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576  
EMAIL: bc\_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.  
DIRECTOR

TO: PD&T Committee  
FROM: Paul Fontecchio, P.E.  
DATE: March 23, 2020  
RE: Director's Report

**PROJECTS:**

**FRP-2 (Storm Sewer & Pond):** Dorner Inc. is in the process of installing the lift stations and connecting to power. They will continue with the storm sewer connections with completion of the project anticipated near the end of March.



PUBLIC WORKS DEPARTMENT

*Brown County*

2198 GLENDALE AVENUE  
GREEN BAY, WI 54303

PHONE (920) 492-4925 FAX (920) 434-4576  
EMAIL: bc\_highway@co.brown.wi.us

PAUL A. FONTECCHIO, P.E.  
DIRECTOR

TO: PD&T Committee

FROM: Paul Fontecchio, P.E.

DATE: April 27, 2020

RE: Director's Report

**COVID-19 DEPARTMENT RESPONSE:**

The Public Works Department took a number of steps in response to the Covid-19 event.

- Crews no longer need to come into the offices to punch in/out on the same keypad.
- We have created a night shift as well as spread out our crews as much as possible for social distancing. Twenty-one employees are working the night shift.
- We started four 10 hour days March 23<sup>rd</sup> Monday – Thursday (night shift starts Sunday evening).
- Crews are allowed to take personal vehicles directly to construction sites if they want, or plow trucks, etc. to minimize the need for multiple crew members in a vehicle.
- Administration staff are working from home.
- The office is closed to in-person visits, but open virtually.
- The engineering staff has two engineers in the field performing bridge inspections and construction administration, two survey/field technicians in the field, and the remaining engineering staff started working from home on April 1<sup>st</sup>.
- The mechanics have divided into day and night crews.
- The crew has been reminded numerous times to do their best at social distancing.

Lastly, we have posted our daily work orders for the crew online each morning so the crews can look it up on their phone instead of coming into the offices to look at the electronic boards.

<https://www.browncountywi.gov/departments/public-works/daily-schedule/>

## **PROJECTS:**

**FRP-2 (Storm Sewer & Pond):** Dorner Inc. has completed the installation of the lift stations and the project is substantially completed and the system went online on April 21<sup>st</sup>. Restoration of the BC Farm will take place once the land is dry enough to perform the work.

**CTH V-22:** Work began on this project on March 30<sup>th</sup> and was reopened to traffic on April 14<sup>th</sup>. The intersection of Lime Kiln Road and Allouez Avenue was closed to traffic and excavation took place the first week. Paving began the week of April 6<sup>th</sup>. This intersection was started early due to the reduced traffic volumes and closed businesses from the 'Safer at home' order from the Governor.



**CTH J-26:** Work began on this project on April 6<sup>th</sup>. The intersection of Cardinal Lane and Riverview Drive was closed to traffic and excavation took place that week. Paving began the week of April 13<sup>th</sup> and was opened to traffic on April 17<sup>th</sup>. The intersection of Cardinal Lane and Shawano Avenue was closed on April 20<sup>th</sup> for resurfacing. These intersections were started early due to the reduced traffic volumes and closed businesses from the 'Safer at home' order from the Governor.

**CTH R:** Work began on February 17<sup>th</sup> for the demolition of the bridges on CTH R over Wall Street and the pedestrian trail. Pfeifer Construction is reconstructing these bridges as part of a WisDOT administered contract.

**CTH HH:** Work began on April 13<sup>th</sup> for the reconstruction of Vanderperren Way between Holmgren Way and Ashland Avenue. Peters Concrete is reconstructing the roadway as part of a WisDOT administered contract.





**Bay Shore Park:** Work began the week of April 13<sup>th</sup> on the repairs at the Bay Shore Park boat landing. The boat landing was damaged last fall due to storm damage.

**STAFFING REPORT:**  
See Attached Table.



**BROWN COUNTY PUBLIC WORKS**  
**STAFFING SUMMARY**  
 AS OF 3/31/2020

**HIGHWAY DIVISION:**

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Accounting Technician	12/6/19	Retired	Fill	In Process	
Electrician	3/31/20	Retired	Fill	In Process	

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	10.75	9.75
Electrician	1.0	0
Engineering	7.0	7.0
Mechanics / Shop	12.0	12.0
Highway Crew	74.0	74.0
Bridge Tender	5	5
Summer	4.12	0
LTE	1.0	0
<b>TOTAL</b>	<b>114.87</b>	<b>108.75</b>

**FACILITY MANAGEMENT DIVISION:**

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Filled Date	Unfilled Reason
Facility Engineer	2/3/20	Retired	Fill	In Process	
Housekeeper I (PT)	3/6/20	Resigned	Fill	In Process	

	Budgeted FTE's	Actual #FTE's
Mgmt / Admin	5.25	4.25
Facility Technicians	1.0	1.0
Facility Mechanics	8.0	8.0
Facility Workers	9.0	9.0
Housekeeping	20.0	19.5
Electrician	1.0	1.0
Summer Help	0.46	0
<b>TOTAL</b>	<b>44.71</b>	<b>42.75</b>

**EMPLOYEES WORKING OVER 12 HRS. IN A 24 HR. PERIOD REPORT  
BROWN COUNTY AUSTIN STRAUBEL INTERNATIONAL AIRPORT**

March – 2020

EMPLOYEE NAME	DATE	HOURS WORKED-24 HR. PERIOD	REASON
Cody Beaumier	2/9/2020	16.25	Snow Removal
Cody Domke	2/9/2020	16.5	Snow Removal
Jared Farlow	2/9/2020	15.75	Snow Removal
Douglas Hacker	2/9/2020	16.5	Snow Removal
Wade Harris	2/9/2020	16.5	Snow Removal
James Mutz	2/9/2020	15.75	Snow Removal
David Tomlinson	2/9/2020	12.25	Snow Removal
Zachery Weihert	2/9/2020	15.75	Snow Removal
Cody Beaumier	2/12/2020	13.5	Snow Removal
Cody Domke	2/12/2020	13.5	Snow Removal
Jared Farlow	2/12/2020	13.5	Snow Removal
Douglas Hacker	2/12/2020	13.5	Snow Removal
Wade Harris	2/12/2020	13.5	Snow Removal
James Mutz	2/12/2020	13.5	Snow Removal
Zachery Weihert	2/12/2020	13.5	Snow Removal
Cody Beaumier	2/13/2020	15	Snow Removal
Cody Domke	2/13/2020	15	Snow Removal
Jared Farlow	2/13/2020	15	Snow Removal
Douglas Hacker	2/13/2020	15	Snow Removal
Wade Harris	2/13/2020	15	Snow Removal
James Mutz	2/13/2020	15	Snow Removal
Marvin Smith	2/13/2020	12	Snow Removal
David Tomlinson	2/13/2020	13	Snow Removal
Vernon Vander Leest	2/13/2020	12.75	Snow Removal
Zachery Weihert	2/13/2020	15	Snow Removal
Cody Domke	2/17/2020	16.5	Snow Removal
Jared Farlow	2/17/2020	16.5	Snow Removal
Douglas Hacker	2/17/2020	16.5	Snow Removal
Wade Harris	2/17/2020	16.5	Snow Removal
James Mutz	2/17/2020	16.5	Snow Removal
David Tomlinson	2/17/2020	13	Snow Removal



EMPLOYEE NAME	DATE	HOURS WORKED-24 HR. PERIOD	REASON
Vernon Vander Leest	2/17/2020	14	Snow Removal
Zachery Weihert	2/17/2020	16.5	Snow Removal
Cody Beaumier	2/18/2020	15	Snow Removal
Cody Domke	2/18/2020	15.75	Snow Removal
Jared Farlow	2/18/2020	15	Snow Removal
Douglas Hacker	2/18/2020	15.75	Snow Removal
Wade Harris	2/18/2020	15	Snow Removal
David Kanitz	2/18/2020	13.25	Snow Removal
James Mutz	2/18/2020	15	Snow Removal
Marvin Smith	2/18/2020	12	Snow Removal
David Tomlinson	2/18/2020	12	Snow Removal
Vernon Vander Leest	2/18/2020	13	Snow Removal
Zachery Weihert	2/18/2020	15	Snow Removal

**EMPLOYEES WORKING OVER 12 HRS. IN A 24 HR. PERIOD REPORT  
BROWN COUNTY AUSTIN STRAUBEL INTERNATIONAL AIRPORT**

April – 2020

EMPLOYEE NAME	DATE	HOURS WORKED-24 HR. PERIOD	REASON
Cody Beaumier	3/10/2020	15	Snow Removal
Cody Domke	3/10/2020	15	Snow Removal
Douglas Hacker	3/10/2020	15	Snow Removal
Wade Harris	3/10/2020	15	Snow Removal
Cody Domke	3/11/2020	12	Snow Removal
Jared Farlow	3/11/2020	12	Snow Removal
Douglas Hacker	3/11/2020	12	Snow Removal
Wade Harris	3/11/2020	12	Snow Removal
David Tomlinson	3/11/2020	13	Snow Removal
Vernon Vander Leest	3/11/2020	12	Snow Removal
Cody Domke	3/20/2020	12	Snow Removal
Jared Farlow	3/20/2020	12	Snow Removal
Douglas Hacker	3/20/2020	12	Snow Removal
Vernon Vander Leest	3/20/2020	12	Snow Removal
Zachery Weihert	3/20/2020	12	Snow Removal

BROWN COUNTY  
GREEN BAY AUSTIN STRAUBEL INT'L AIRPORT

Departmental Openings Summary  
To: Planning, Development & Transportation Committee  
From: Airport

4/20/2020

Position	Vacancy Date	Reason for Leaving	Fill or Hold	Unfilled Reason
Electrician	4/8/2020	Resigned	Hold	County hiring freeze due to COVID-19.

	CONTRACTOR	PRICE PER LINEAL FOOT FOR INSTALLED FENCING	Total Fencing based on Estimated Quantities	COST PER LINEAL FOOT FOR CLEARING VEGETATION AT 10' WIDTH	Total Vegetation Clearing based on Estimated Quantities	COST PER GATE 40'	Total Cost for 40' Gates
	Estimated Quantity	14400		4800		1	
1	Custom Fence	Rejected due to being late					
2	Patriot Fence	\$ 19.27	\$ 277,488.00	\$ 18.09	\$ 86,832.00	\$ 4,870.00	\$ 4,870.00
3	American Fence	\$ 12.73	\$ 183,312.00	\$ 17.50	\$ 84,000.00	\$ 3,890.00	\$ 3,890.00
4	Fortress Fence	\$ 15.55	\$ 223,920.00	\$ 8.45	\$ 40,560.00	\$ 5,935.00	\$ 5,935.00

Cont.

	CONTRACTOR	COST PER GATE 12'	Total Cost for 12' Gates	COST PER GATE 38'	Total Cost for 38' Gates	COST PER GATE 24'	Total Cost for 24' Gates	Grand Total
	Estimated Quantity	1		2		2		
1	Custom Fence							
2	Patriot Fence	\$ 960.00	\$ 960.00	\$ 2,200.00	\$ 4,400.00	\$ 1,800.00	\$ 3,600.00	\$ 378,150.00
3	American Fence	\$ 1,210.00	\$ 1,210.00	\$ 2,940.00	\$ 5,880.00	\$ 2,398.00	\$ 4,796.00	\$ 283,088.00
4	Fortress Fence	\$ 1,515.00	\$ 1,515.00	\$ 6,810.00	\$ 13,620.00	\$ 3,520.00	\$ 7,040.00	\$ 292,590.00

Cont.

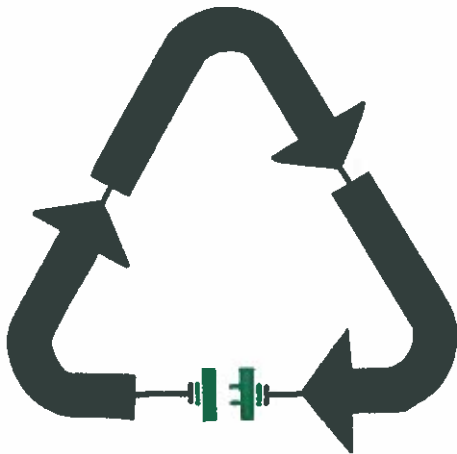
	CONTRACTOR	BIDDERS PROOF OF RESPONSIBILITY SUBMITTED BY 11:00AM ON JANUARY 31,	BIDDERS CERTIFICATE	BID BOND	Addenda Acknowledged?				Intent To Award
	Estimated Quantity				ADD 1 - Site Visit	ADD 2 - Q&A, Project Updates	ADD 3 - Extend Bid Due Date	ADD 4 - Extend Bid Due Date, New Cost Sheet	
1	Custom Fence	Yes							
2	Patriot Fence	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
3	American Fence	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
4	Fortress Fence	Yes	Yes	Yes	Yes	Yes	Yes	Yes	

[illegible]

# BROWN COUNTY RESOURCE RECOVERY



## 2019 Annual Report





# Message from the Director

During 2019, the Solid Waste Management Board and staff worked toward meeting the goals and objectives of the 2017 *Resource Recovery Strategic Plan* and the overarching mission and vision for the Brown County Resource Recovery Department.

For more than 40 years, the Department has been providing cost-effective, efficient and environmentally responsible solid waste management services for Brown County and, more recently, northeastern Wisconsin. As an Enterprise Fund, Brown County uses revenues solely gathered through operations to fund its activities. There were a number of activities accomplished in 2019 that are increasing the effectiveness of the Department's solid waste management services.

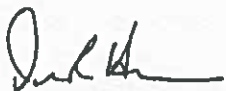
The solid waste transfer station saw the installation of a new second scale, overhead signage, two (2) new at-scale kiosks, an expanded scale house, security cameras and new scale software. The modernization addressed congestion issues using new technology and infrastructure. This project was a significant challenge and completed with no lost service hours and within budget.

***The Department is focused on providing effective solid waste management services and excellent customer service with a focus on resource recovery.***

The preparation efforts for the future South Landfill (SLF) continued in 2019. Communications with our stakeholders, especially the town of Holland are critically important. Significant engineering and coordination efforts were invested in receiving approval of the Plan of Operation from the Wisconsin Department of Natural Resources. In addition, permits were secured for wetland mitigation, air permit, and storm water management. Efforts continued in negotiating leachate discharge and treatment with NEW Water, city of De Pere and town of Ledgeview. Discharge and treatment agreements will be executed in 2020. Improvements will be made at the De Pere leachate unloading station.

Brown, Outagamie and Winnebago (BOW) counties cooperated to determine the value of working together over the past 14 years; based on the findings, options and alternatives continue to be worked on that will expand the partnership. BOW staff have determined that the BOW partnership has saved municipalities and private companies millions of dollars over the last 18 years. BOW staff concluded that the BOW partnership should continue beyond the existing agreement. A new BOW agreement is being negotiated. Any change from the existing agreement will need the support of all three County Executives, Solid Waste Boards and County Boards. In the meantime, the South Landfill construction will occur throughout 2020 and 2021, with operations starting in 2022. The 2020 construction will involve bulk excavation of one million cubic yards and fencing the 392 acre site.

Looking forward to 2020, the Department will continue providing effective solid waste management services and excellent customer service. Improvements will be made to the gas flares at both landfills, leachate systems will be improved at the West Landfill and at the De Pere unloading station. A third Resource Recovery Technician will be added to assist with the construction projects. Late in 2020, a Landfill Manager will be hired to oversee the design, bidding and construction management of the South Landfill and ancillary facilities. During 2020, the Department will be reorganized to reflect the addition of an estimated 12 employees needed to operate the South Landfill in 2022. The Department is focused on professional development of staff, enabling us to better pursue new strategic business development opportunities while providing cross training and an improved team environment.



Dean Haen  
Port & Resource Recovery Director



# Department Overview

The Resource Recovery side of the Port & Resource Recovery Department offers solid waste management services which include operating a Solid Waste Transfer Station with resource recovery activities, a Single Stream Recycling Transfer Station, a regional Hazardous Material Recovery Facility, maintenance of two closed landfills, and coordination of household sharps and pharmaceutical collection and disposal programs. The Department also has provided resource recovery programs, when markets are available, for shingles, construction & demolition (C&D) material, clean wood waste, tires, appliances with Freon, other appliances, electronics and a food waste drop-off program. The success of these programs is based on a forward-thinking Solid Waste Management Board and staff that build and maintain long-term relationships with the public and private sector. These relationships have resulted in long-term agreements for solid waste, recycling and other resource recovery activities. The Solid Waste Management Board and staff are committed to learning about and pursuing emerging solid waste management technologies that are economically and environmentally beneficial.

The Department is part of a Tri-County regional solid waste and recycling agreements between Brown, Outagamie and Winnebago counties, known as the BOW. The three counties coordinate their waste disposal sequentially starting with Winnebago County's landfill. The BOW is currently using Outagamie County's landfill, and eventually will be using Brown County's South Landfill. The BOW also uses a centralized single stream recycling facility sharing administrative and operational costs. This partnership has created economies of scale that have maintained some of the lowest tipping fees in Wisconsin and have saved millions of dollars for our municipal, industrial and commercial customers. The Tri-County recycling facility is one of the largest publicly owned and operated single stream recycling facilities in the country.

*Resource Recovery's vision is to provide Brown County municipal, commercial and industrial customers cost-effective and sustainable solid waste management systems with a focus on resource recovery primarily through recycling, repurposing and energy recovery.*

## Mission

The 2017 Brown County Strategic Solid Waste Management Plan serves as a long range guiding document that identifies strategic issues to address while establishing goals and objectives. This annual report helps to ensure the strategic plan's goals and objectives are being advanced. The Department's mission statement is as follows:

*"The Port & Resource Recovery Department will meet the solid waste management needs of local communities, residents and businesses through methods that are environmentally sound and economical. These methods incorporate waste reduction, material reuse, recycling, household hazardous materials treatment and disposal, composting, solid waste disposal and waste-to-energy to the extent that these practices are technically feasible and economically appropriate."*





# Solid Waste Management Board

The Brown County Solid Waste Management Board (SWMB) sets policy for the Department's services. It is authorized by Wisconsin State Statute Chapter 59.70 (2) and Chapter 12 of the *Brown County Code of Ordinances*. The nine members of the SWMB are appointed by the County Executive and serve as an oversight committee of the County Board. The County Board's Planning, Development and Transportation Committee oversees the SWMB and the Department. Three members of the SWMB are from within the city of Green Bay, three are from incorporated non-Green Bay municipalities and three are from unincorporated areas of the County. Two SWMB members are County Board Supervisors. SWMB members serve three-year terms. Minutes of the Solid Waste Management Board meetings are reviewed and approved by the County Board.

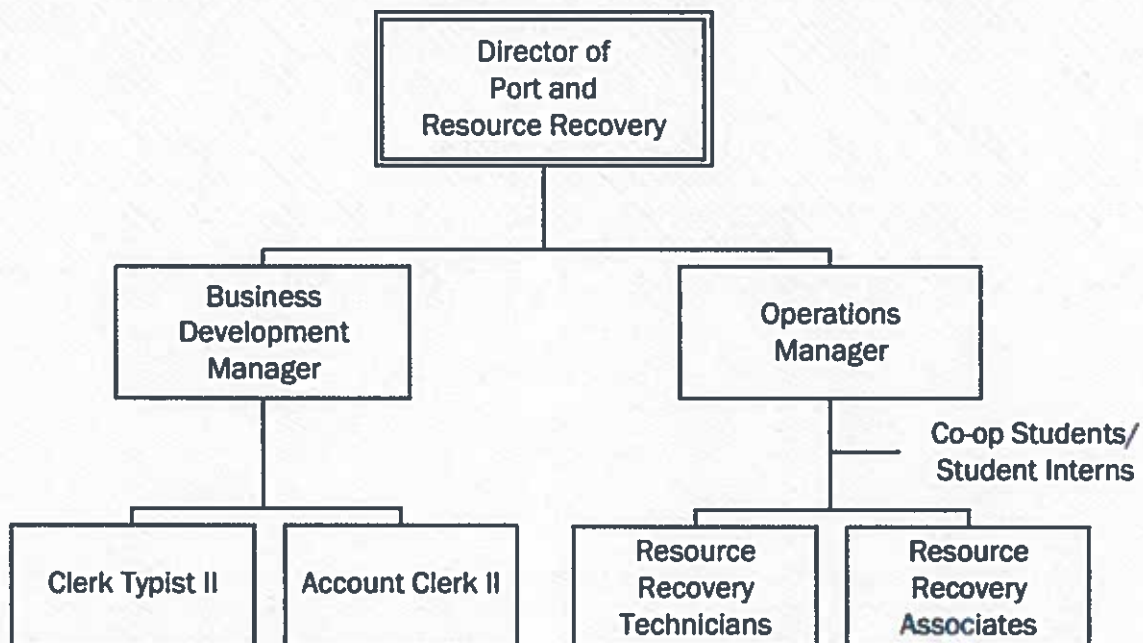


## Solid Waste Board Members

John Katers, President  
Mark Vanden Busch, Vice-President  
Norb Dantine  
Hallet "Bud" Harris  
Dave Landwehr

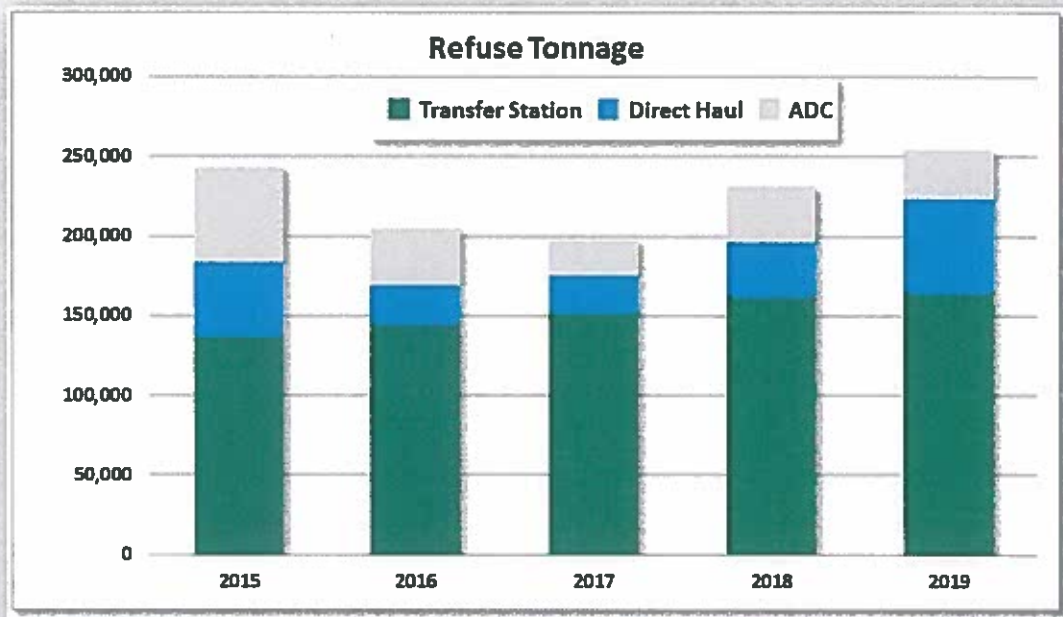
Mike Lefebvre  
Doug Martin  
Bill Seleen  
Mike VanLanen

## Port & Resource Recovery Table of Organization

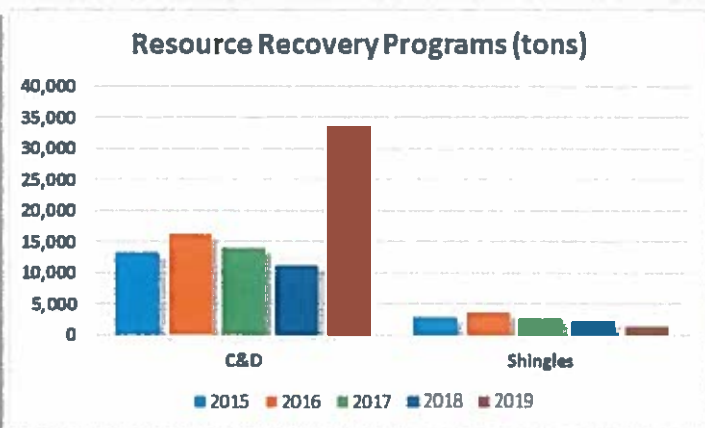
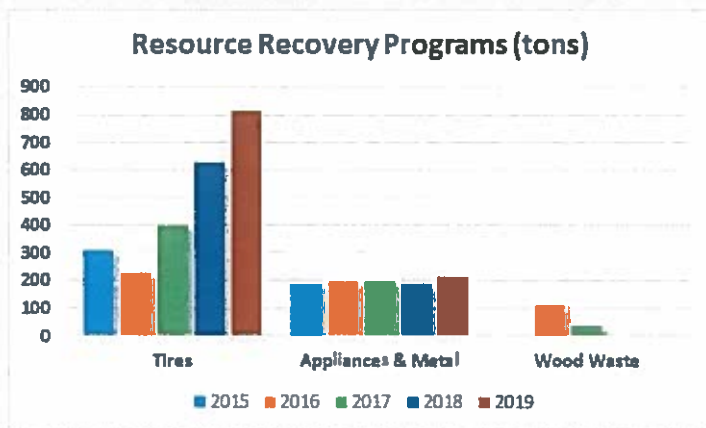


# Solid Waste & Resource Recovery

The Department operates a Solid Waste Transfer Station that receives, compacts and transports refuse produced by county residential, commercial and industrial users to the current BOW landfill. Nearly **163,700 tons of refuse** were processed through the Brown County Solid Waste Transfer Station in 2019 with another **59,460 tons of refuse delivered** directly to the BOW landfill for a total of **223,180 tons**. Another **31,675 tons of alternative daily cover** were delivered to the BOW landfill for a total Brown County tonnage of **254,850 tons**. The Outagamie County Landfill accepted 731,589 total tons of material in 2019.



In 2019, **33,570 tons of Construction & Demolition (C&D) material** and **1,346 tons of shingles** were brought to the Solid Waste Transfer Station, as were **812 tons of tires** and **212 tons of appliances and scrap metal**. Affordable tire recycling prices at Brown County are resulting in a higher delivery of scrap tires. While C&D and recycling wood waste markets were not available in 2019 shingles continue to be recycled.

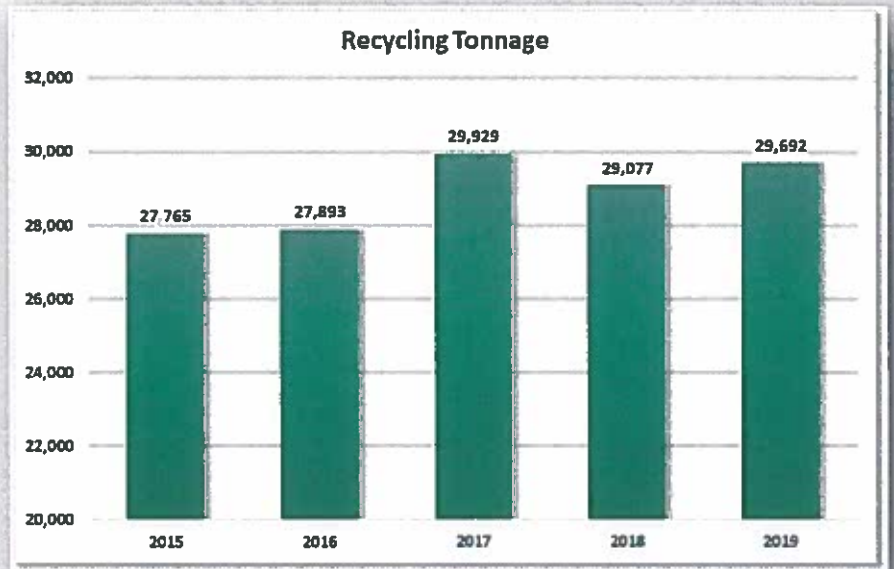




# Recycling

The Department operates a Recycling Transfer Station that collects and transports single stream recyclables produced by residents, municipalities and commercial users to the BOW regional single stream Materials Recovery Facility (MRF) in Outagamie County. This BOW facility is one of the largest municipal MRFs in the country. The MRF processes and markets comingled residential and commercial recyclable paper and containers from the three counties as well as other Wisconsin communities.

In 2019, **29,692 tons of single stream recyclables** were hauled from the Brown County Recycling Transfer Station to the Tri-County MRF which processed more than **103,000 tons of recyclables**. Single Stream Recycling includes recycling of all plastic bottles and caps, tubs and containers, aluminum and tin cans, glass and all paper products. The facility serves more than 10 counties in Northeast Wisconsin.



## Food Waste & Organics Drop-Off Program

The Department currently operates a drop-off food waste and organics program at the Recycling Transfer Station. A total of **31,200 pounds of material** were collected in 2019 at the county's single drop-off site. This

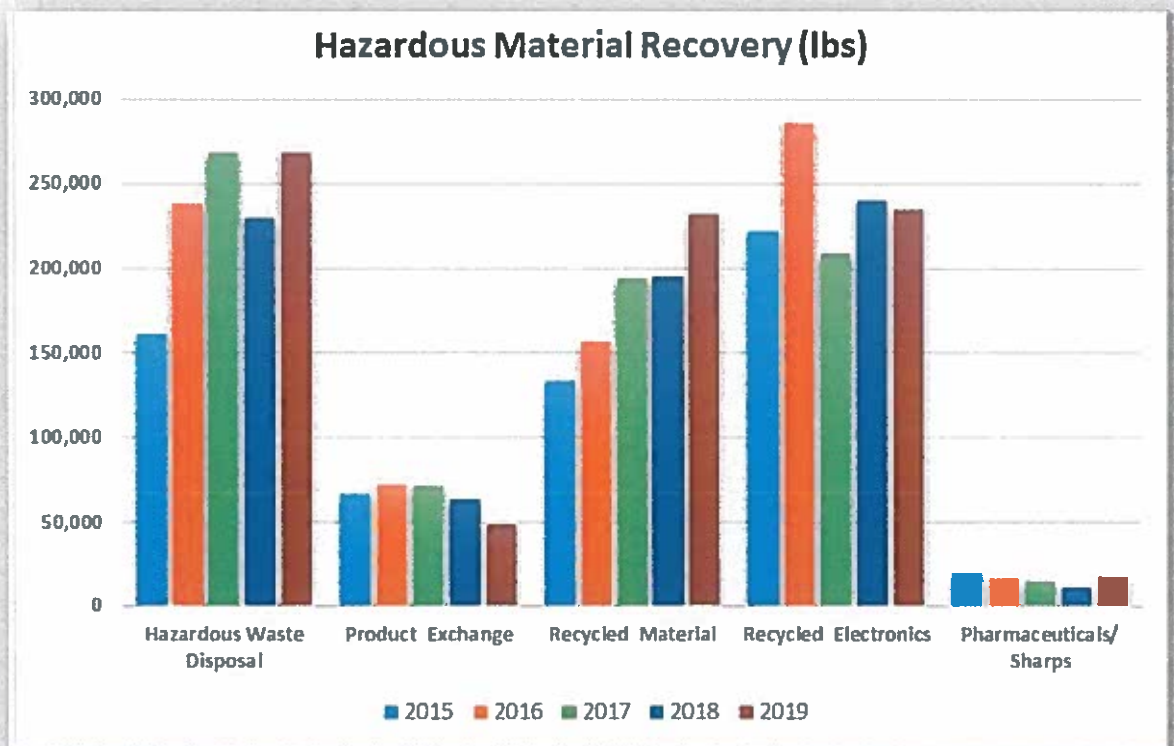


was an increase from previous years even with a change to the program that eliminated all types of compostable plastics. Brown County residents who are collecting food waste and organics from their home may participate in the free drop-off program. The program continues to have success with more than 230 households currently participating in the program, an increase of nearly 50 households since 2018.



# Hazardous Material Recovery

The Department operates the Hazardous Material Recovery Facility (HMR) providing an environmentally responsible outlet for hazardous, universal and special wastes for residents of Brown County and Northeast Wisconsin. This program is funded in partnership with NEW Water, the Oneida Tribe and other rural municipalities not connected to the NEW Water wastewater treatment facility. Additionally, Brown County provides cost-effective HMR services through out-of-county collection agreements with Calumet, Outagamie, Shawano, Waupaca and Winnebago counties. The program also provides regional businesses that qualify as Very Small Quantity Generators (VSQGs) with economical disposal options for hazardous, universal and special wastes.



During 2019, the HMR facility took in **811,380 pounds of hazardous materials** from an estimated **7,654 residential and business sources**. The facility was able to recycle or make available to the public more than a quarter of the collected material while **268,000 pounds of hazardous waste** was kept out of the environment and properly destroyed. Staff managed several counties' collection events, assisted with another county's collections, and served as the disposal outlet for material collected from an additional county's hazardous waste program.

## Sharps & Pharmaceutical Collection Programs

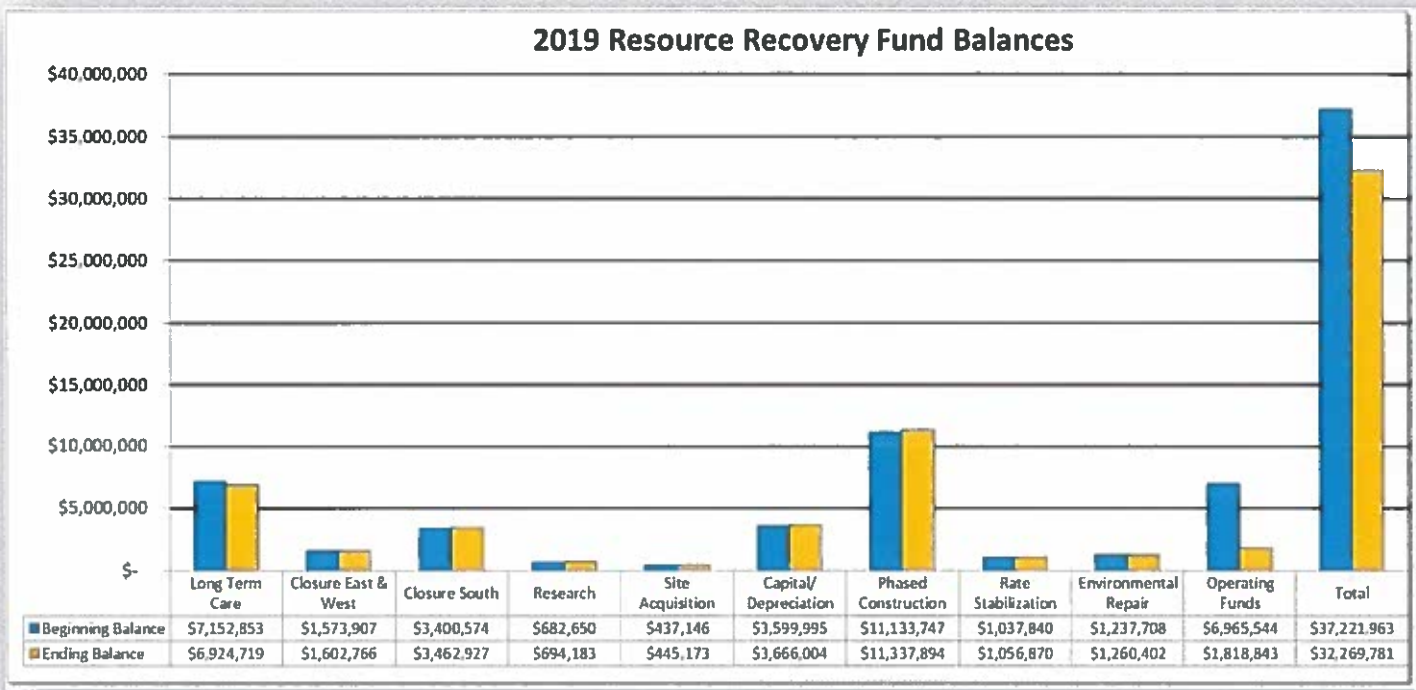
Since 1996, the Department and the County Health Department have collaborated in managing the Brown County Household Sharps Program collecting nearly 200,000 pounds of sharps (needles, syringes and lancets) with over **10,100 pounds** collected in 2019. The Department also provides law enforcement with regulatory and disposal guidance along with a low cost disposal outlet for non-controlled pharmaceuticals. These efforts have led to an average of **4,600 pounds** of pharmaceuticals collected each year in the County.





# Financials

The Department’s services are among the least expensive and most complete services offered by any operation in the State of Wisconsin. The Department operates as an Enterprise Fund, using revenues gathered solely through operations to fund its activities. The low cost of solid waste disposal is an economic engine to the economy of Northeast Wisconsin. Landfill tipping fees are low and help keep local municipal budgets stable while strengthening businesses, especially manufacturing businesses, and giving them a reason to stay in the area. Single stream recycling programs continue to be operated successfully with efficient processing, while dealing with an ever-changing commodities markets in which the recyclables are sold.



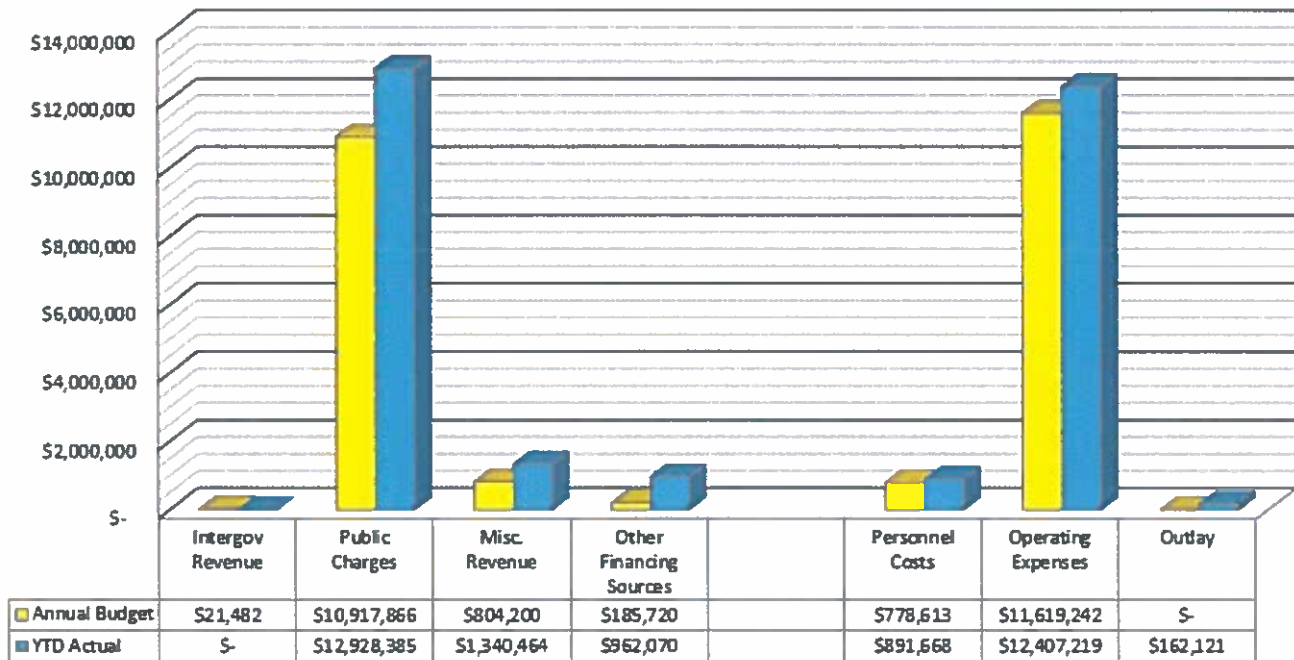
*\*Financials are unaudited and will be finalized by the Administration Dept. in March.*



**Brown County Port & Resource Recovery Department**  
**Resource Recovery Area Budget Status Report**  
**December 31, 2019**

		Annual Budget	YTD Actual	YTD %	YTD Total	Comments
Revenue	Intergov Revenue	\$ 21,482	\$ -	0%		Intergovernmental Revenue difference reflects a HMR grant of \$21,482 not yet recognized as of January 2020. Public Charges are higher than budgeted due to increase solid waste tonnage. Misc. Revenue includes BOW proceeds (\$500,000) and interest earned and includes the market value on a specific day. Other Financing Sources is the intrafund transfer out from Closure to General the GTE building and other assets. Variations is the change in market value not actual cash value. Personnel costs were higher due to December \$107,000 pension adjustment and Operating Expenses were slightly higher than budgeted
	Public Charges	\$ 10,917,866	\$ 12,928,385	118%		
	Misc. Revenue	\$ 804,200	\$ 1,340,464	167%		
	Other Financing Sources	\$ 185,720	\$ 962,070	518%		
					\$ 15,230,919	
Expenses	Personnel Costs	\$ 778,613	\$ 891,668	115%		
	Operating Expenses	\$ 11,619,242	\$ 12,407,219	107%		
	Outlay	\$ -	\$ 162,121	-		
					\$ 13,461,007	

**Resource Recovery - December 31, 2019**



\*Financials are unaudited and will be finalized by the Administration Dept. in March.



# Completed 2019 Goals

- ♦ **Advance South Landfill Plan of Operation and submit for Department of Natural Resources (DNR) approval.** No modification of the South Landfill Feasibility Determination was required. Wetland delineation and re-design of the landfill was completed in preparation for the new Plan of Operation submission to DNR in early 2019. Revisions were made during 2019 and approval received in January 2020.
- ♦ **Convert existing Gas-To-Energy (GTE) plant to passive flare including building modifications and sale of existing equipment.** A conversion plan was implemented. The GTE plant continued to operate until June 30, 2019. The equipment was sold. A new flare will be purchased in 2020 .
- ♦ **Solid Waste Transfer Station Building modifications** including addition of a new scale, a by-pass lane, overhead signage, two (2) new scale kiosks, new software and cameras were all completed.
- ♦ **Evaluate South Landfill operating strategy** including public versus private construction and operations strategy. Analysis was completed and determined that private landfill construction and public operation were the best and most cost effective strategies.
- ♦ **Receive WDNR approval of Plan of Operation for South Landfill.** Received in January 2020.
- ♦ **Implemented Conversion Plan for existing Gas-To-Energy (GTE) plant.** Transition to a passive flare including building modifications occurred after the June 30, 2019 power purchase agreement ended. The equipment was sold. The existing building will be used as part of the long-term maintenance of the landfill.
- ♦ **Excavate an additional 20,000 cubic yards of South Landfill Phase 1 Clay.** Approximately 15,000 cubic yards of material was excavated.
- ♦ **Complete BOW Diversion Committee evaluation of mattress recycling.** Determined mattress recycling was not feasible under current market conditions without legislative direction.
- ♦ **Market Recycling and Landfill Services** to new customers and make retention calls with a third of existing customers and municipalities were completed. Existing customers were retained and three (3) new commercial Solid Waste customers were added. One Brown County municipal recycling contract was added.



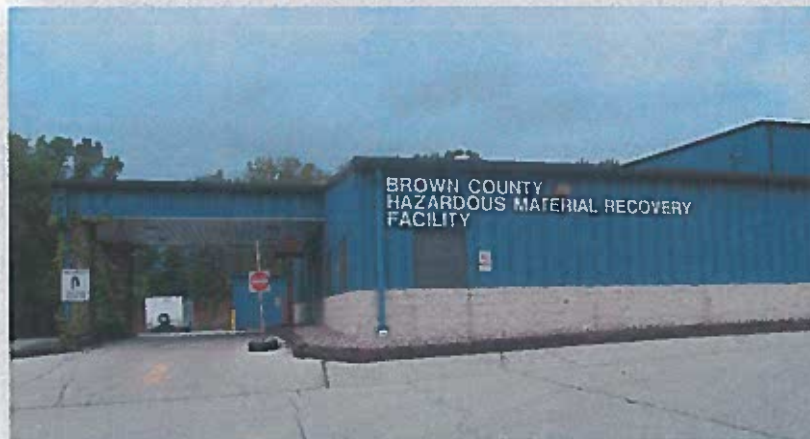


## Goals in Progress

- ♦ **Evaluate Leachate Management Options for South Landfill.** Evaluation completed. The most cost-effective management option was found to be trucking. The most cost-effective wastewater treatment facility is NEW Water. The evaluation found that the County leachate unloading station in the De Pere industrial park is the most cost-effective option. The County is currently working on treatment agreements with NEW Water and discharge agreements with De Pere and Ledgeview as a contingency. A letter of acceptance was received from NEW Water.
- ♦ **Evaluate Existing BOW Landfill Agreement and potentially renegotiate extension.** Evaluation determined that renegotiating a revised and restated BOW Landfill Agreement was desirable. BOW planning effort continued throughout 2019.

## Deferred Goal

- ♦ **Revise 2013 5-year BOW Solid Waste & Resource Recovery Management Plan.** Renegotiating the BOW Landfill Agreement took precedent over the revised strategic plan. The Strategic Plan update is deferred until completion of the revised and restated BOW Landfill Agreement





## 2020 Goals

- ◆ Excavate 1 million cubic yards of material for South Landfill Phase 1 (est. \$5 million).
- ◆ Fence 392 acres of the South Landfill in compliance with wetland regulations and easements (est. \$400,000).
- ◆ Execute South Landfill leachate discharge and treatment agreements. Determine South Landfill Leachate Management Plans.
  - Design tank infrastructure and receive Site Plan Approvals.
  - Execute Agreements with Ledgeview and De Pere.
  - Build infrastructure at De Pere site (est. \$150,000)
- ◆ WLF Leachate tank expansion and replacement.
  - Design tank infrastructure and receive Site Plan Approval.
  - Build infrastructure at site (est. \$150,000)
- ◆ Negotiate a revised and restated BOW Landfill Agreement.
- ◆ Negotiate new Solid Waste Management Services Agreements for preferred and contracted customers that merge solid waste, recycling and other programs into one agreement. Utilization of the Rate Stabilization fund will be negotiated under the new Agreements.
- ◆ Update the Table of Organization for operation of the South Landfill in 2022.
- ◆ Evaluate Transfer Station operating strategy (public vs. private) and acquisition of equipment
- ◆ Design and bid out all landfill ancillary facilities for 2021 construction including the following: clay liner; geo-synthetic liner; leachate lines and tank; scales and scale house; acquisition of dozers, compactors, water truck, tractor/mower, etc.; maintenance building; drop-off site construction; utilities and connectivity.

### Brown County Resource Recovery

2561 South Broadway, Green Bay, WI 54304

Phone: 920-492-4950 | Fax: 920-492-4957

[www.BrownCountyRecycling.org](http://www.BrownCountyRecycling.org)



## **Evaluation of Brown County Publicly or Privately operating the Waste Transfer Station.**

The Brown County Waste Transfer Station has been contracted out to a 3<sup>rd</sup> party service provider since its inception in 2003. The contractor has been responsible for operating the facility, loading semi trailers and hauling waste to the receiving landfill. In May 2019, Brown County evaluated public vs. private costs for both the construction and operation of the future South Landfill. It was determined and approved that in the best interest of Brown County to contract out to a 3<sup>rd</sup> party service provider the construction of the South Landfill and publicly operate the landfill. With the necessary equipment and table of organization changes, operating both the South Landfill and operating the Transfer Station both require heavy equipment operators.

In an ongoing effort to continuously improve operation and streamline our cost, Mike Konecny MWK LLC evaluated our existing method of operating through a contractor vs. Brown County publicly operating the upper level of the Transfer Station.

### **Evaluation results – savings of ~ \$450,000 annually :**

- Hire 2 county employees to operate the upper level of the TS.
- Purchase 2 front end loaders (to manage the tip floor, load shingles, maintain the front unloading area), a rubber tire backhoe (to dig out the bridged compactors & frozen boxes), and a sweeper (to sweep the parking lot).
- Brown County would be responsible for snow plowing, paying for electricity, loading shingles
- Contractor would be hired to operate the lower level, hook up trailers, unhook trailers, pick up paper

### **Ancillary benefits of Brown County Operating the TS:**

- Snow plowing & shoveling the scale more consistent
- Site sweeping & cleanliness more consistent
- Better communication with the scale operator
- Better service on frozen loads for rolloff customers
- Drop off area better maintained
- More control & flexibility with future SLF operations
- Reduce wear and tear on the TS Tip floor

**Brown County Resource Recovery - 2020 Budget  
Projected Transfer Station Budget Replacing Contracted Services with In-house Costs to Operate Transfer Station**

Note: Payments to Owaugama County for landfill services are not included. Do not change under contracted or in-house operation.

Acct #	Description	Estimated Average Annual Costs 2020 Budget	Deduct Contract for TS Operation	Add: Additional Costs to Operate TS	Revised 2020 Budget for Transfer Station
5300	Supplies	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00
5305	Dues and memberships	\$ 223.00			\$ 223.00
5306 1	Maintenance agreement Software	\$ 2,000.00			\$ 2,000.00
5307 100	Repairs and maintenance Equip.	\$ 20,000.00		\$ 49,000.00	\$ 69,000.00
5307 300	Repairs and maintenance Building	\$ 5,000.00			\$ 5,000.00
5307 400	Repairs and maintenance Grounds	\$ 15,000.00			\$ 15,000.00
	Fuel			\$ 35,000.00	\$ 35,000.00
5345	Permits	\$ 2,315.00			\$ 2,315.00
5392	Service fees	\$ 19,200.00			\$ 19,200.00
5503 100	Water & sewer & Storm water	\$ 2,389.00			\$ 2,389.00
5505	Telephone	\$ 500.00			\$ 500.00
	Electricity			\$ 30,000.00	\$ 30,000.00
5507	Other utilities	\$ 1,660.00			\$ 1,660.00
5601 350	Intra-county expense - Hwy Dept.	\$ 5,000.00			\$ 5,000.00
5601 400	Intra-county expense - Copy Ctr	\$ 250.00			\$ 250.00
	GAD - Loading and Hauling @ \$9	\$ 1,402,227.00			\$ 1,402,227.00
	GAD - TS Operation @ \$6	\$ 934,818.00	\$ (934,818.00)		\$ -
	All other	\$ 266,184.00			\$ 266,184.00
5700	Contracted services - Total	\$ 2,833,229.00		\$ 35,000.00	\$ 35,000.00
	Snow plowing			\$ 40,000.00	\$ 40,000.00
	Paper picking				
6000 005	Depreciation Land improvements	\$ 47,888.00			\$ 47,888.00
6000 010	Depreciation Buildings	\$ 34,515.00			\$ 34,515.00
6000 020	Depreciation Equipment	\$ 40,220.00		\$ 88,035.71	\$ 128,255.71
	Subtotal	\$ 2,934,207.00	\$ (934,818.00)	\$ 277,035.71	\$ 2,176,424.71
Add: Salary and Benefit Allocation		\$ 230,110.00		\$ 199,500.00	\$ 429,610.00
Total		\$ 3,064,317.00	\$ (934,818.00)	\$ 476,535.71	\$ 2,606,034.71
NET SAVINGS			\$ 458,282.29		

Notes:  
\$19.67 based on tons through the TS only  
Total tons of 213,503 - with direct haul  
\$2.6 million includes \$298 k of other contracted services, FRF, Liberty, FRF, Smitty's, BMIR

COST PER TON			
Estimated Tons thru TS	155,803.00	\$ 19.67	\$ 16.73
Total Tons	213,503.00		
Loading & Hauling	\$ 9.00	\$ 9.00	\$ 9.00
TS Operation	\$ 10.67	\$ 10.67	\$ 7.73

**Brown County Resource Recovery - 2020 Budget**  
**Projected Costs to Operate Transfer Station**

Personnel	199,500.00
Equipment Operation and Maintenance	49,000.00
Fuel	35,000.00
Utilities	30,000.00
Contracted Services:	
Snow plowing	35,000.00
Paper picking	40,000.00
Depreciation on Equipment	88,035.71
<b>Total</b>	<b>478,535.71</b>

Salaries	Hourly Rate	Annual Hours for Each Operator	Salary Cost	Fringe Benefits	Total
2 Operators - regular hours	25.00	2,080.00	104,000.00	52,000.00	156,000.00
2 Operators - OT hours	37.50	500.00	37,500.00	6,000.00	43,500.00
<b>Total</b>					<b>199,500.00</b>

**Depreciation on Equipment (using rates and salvage value based on WisDOT guidelines)**

	Cost	Less: 15% Salvage	Depreciable Amount	Estimated Life	Annual Depreciation
Front End Loader	250,000.00	37,500.00	212,500.00	7.00	30,357.14
Front End Loader	250,000.00	37,500.00	212,500.00	7.00	30,357.14
Rubber Tire Backhoe	125,000.00	18,750.00	106,250.00	7.00	15,178.57
Sweeper	100,000.00	15,000.00	85,000.00	7.00	12,142.86
<b>Total</b>					<b>88,035.71</b>

**Operation and Maintenance on Equipment**

	Estimated Hours of Operation	Fuel	Maintenance
Front End Loader	2,850.00	12,500.00	17,000.00
Front End Loader	2,850.00	12,500.00	17,000.00
Rubber Tire Backhoe	1,000.00	5,000.00	8,000.00
Sweeper	500.00	5,000.00	7,000.00
		<b>35,000.00</b>	<b>49,000.00</b>

**Current Transfer Station Salary Allocation**

	Salaries	Fringe Benefits	Total
Operations manager	30,727.00	7,746.00	
Associate	6,785.00	1,224.00	
Associate	6,759.00	1,220.00	
Director	20,038.00	6,677.00	
Technician	3,135.00	890.00	
Associate (should be SSR)	9,694.00	8,909.00	
Clerk-Typist	10,350.00	6,867.00	
Account Clerk II	21,589.00	12,293.00	
Associate	45,064.00	25,981.00	
Business Development Manager	18,230.00	3,198.00	
LTE Aide	1,258.00	99.00	
<b>Totals per Allocation w/s</b>	<b>173,629.00</b>	<b>75,084.00</b>	
<b>Correction - deduct SSR</b>	<b>(9,694.00)</b>	<b>(8,909.00)</b>	
<b>Revised Total</b>	<b>163,935.00</b>	<b>66,175.00</b>	<b>230,110.00</b>

# **Port & Resource Recovery Department**

## **Director's Report**

### **March 2020**

**South Landfill** – Background private well monitoring in-progress with eight rounds planned between Fall 2019 and 2021. Results shared with landowners. Leachate discharge and transmission agreements with NEW Water, City of De Pere and Town of Ledgeview are in-progress. Meeting scheduled April 6, 2020 with Town of Holland Landfill Monitoring Committee, town leaders and adjacent property owners to update them on 2020 construction and other activities. Additionally, we are working on amending the Landfill Siting Agreement to reflect current private well sampling methods and parameter lists. Additionally, Brown County would like the town to consider earlier operating hours for the benefit of reduced truck traffic during normal travel times. Adjacent property owners have been contacted of fencing plans and issues regarding property owner's use of county land.

**Solid Waste Management Agreements** – New comprehensive solid waste management agreements drafted that combine separate existing agreements for solid waste, recycling and household hazardous waste into one agreement. Drafts shared with urban municipalities. The Rate Stabilization Fund is \$1.1M directed and reserved by Brown County to lessen the anticipated \$8/ton increase in tipping fee costs necessary from constructing and operating the future new South Landfill. Upon final negotiations of agreement, staff will seek County Board approval of master agreement for staff to execute with twenty six (26) County municipalities.

**Brown County Transfer Station Operation Evaluation** – Brown County and MK Consultants evaluated the public vs. private operation of the transfer station, not the transfer station hauling. The evaluation will be brought before committee next month for approval.

**Beneficial Reuse of Dredged Material** – GEI Engineers and Brown County are formulating the work group for this project. A draft marketing analysis is being finalized.

**2020 Shipping Season** – Port is open. First ship arrived Sunday March 15, 2020. First ship contest award package was awarded.

**COVID-19** - In response to COVID-19, the 2020 Port Symposium was cancelled and contingency plans are being made in order to keep the solid waste and recycling transfer stations fully operational as an essential public service. Other regulatory compliance requirements will be maintained. All non-essential functions and services (along with associated staff) are prepared to be closed.

#### **Open Position Form**

##### **Port and Resource Recovery Department**

<b>Position</b>	<b>Vacancy Date</b>	<b>Reason for Leaving</b>	<b>Fill or Hold</b>	<b>Unfilled Reason</b>
PT Associate	January 1		Hold	
Intern	January 1		Fill	
Technician	January 1		Fill	New Position
Landfill Mngr	January 1		Hold till October	New Position

May 20, 2020

TO THE HONORABLE CHAIRMAN AND MEMBERS  
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

**2019 BALANCED BUDGET ADJUSTMENT**

**WHEREAS**, although both levy and non-levy funded departments had favorable budget variances, there were certain overdrafts and shortfalls in various departmental budgets for 2019; and

**WHEREAS**, this resolution is necessary to ensure activities are appropriated and accounted for properly; and

**WHEREAS**, these overdrafts and shortfalls for the levy funded departments are summarized below:

**Surplus (Deficit)**

(\$12,315)     Museum  
Daily charges and space rentals were both at 84% of the budget in 2019 as the core gallery was closed beginning in May 2019 for renovations, resulting in the budget deficit.

**WHEREAS**, it is necessary to make appropriations from their applicable fund balances to cover these various departmental deficits in order to balance these budgets for the past year; and

**WHEREAS**, current accounting standards require that Brown County recognize its proportionate share of the Wisconsin Retirement's System's (WRS) Net Pension Liability, Pension Plan Expenses, and Deferred Inflows/Outflows of Resources; and

**WHEREAS**, the Wisconsin Legislative Audit Bureau released their audit report of the WRS Schedule of Employer Allocations for the year ended 12/31/18 on 08/29/2019; and

**WHEREAS**, the proprietary and internal service funds for Brown County are required to record pension related expenses of \$3,515,198 during calendar year 2019, \$3,194,710 of which eliminated the pension asset and related restricted fund balance, resulting in a \$320,488 reduction of unrestricted fund balance; and

**WHEREAS**, the Departmental Multifunction Devices Fund (720) has as a negative unrestricted equity balance of (\$37,625), because prior year revenues were fixed while expenses were variable and excess expenses built up over time; and

**WHEREAS**, the County Highway Maintenance Fund (240) has as a negative unrestricted equity balance of (\$446,161) after a loss in the fund of \$779,481 from winter severity and flooding in 2019; and

**WHEREAS**, the HHS-Community Treatment Center Fund (630) has as a negative unrestricted equity balance of (\$464,006), because of a pension adjustment expense of \$1,360,135 that led to a loss of \$907,805, although current accounting standards allow for proprietary funds to have a negative unrestricted equity balance and thus no transfers are required from the General Fund for this proprietary fund.

**NOW, THEREFORE BE IT RESOLVED** by the Brown County Board of Supervisors that there be appropriated from the General Fund and placed in the 2019 departmental budget \$12,315 for the Museum; and

**BE IT FURTHER RESOLVED** by the Brown County Board of Supervisors that a transfer be made from the Copy and Document Center Fund (730) to the Departmental Multifunction Device Fund (720) for \$37,625 to eliminate the negative fund balance; and

**BE IT FURTHER RESOLVED** by the Brown County Board of Supervisors that a transfer be made from the Highway Fund (660) to the County Highway Maintenance Fund (240) for \$446,161 to eliminate the negative fund balance; and

**BE IT FINALLY RESOLVED** by the Brown County Board of Supervisors that there be appropriated for the proprietary and internal service funds and placed in the 2019 department budget the total of \$3,515,198 for pension related activity.

Respectfully submitted,

ADMINISTRATION COMMITTEE

EDUCATION AND RECREATION  
COMMITTEE

HUMAN SERVICES COMMITTEE

PLANNING, DEVELOPMENT &  
TRANSPORTATION COMMITTEE

Approved by:

---

Troy Streckenbach  
COUNTY EXECUTIVE

Date signed: \_\_\_\_\_

20-039R

Authorized by: Administration

Approved by: Corporation Counsel

*Fiscal Note: This resolution does not require an appropriation from the General Fund. This resolution balances general fund budgets that exceed budgeted amounts, and makes accounting adjustments for Multifunction Devices Fund, Highway Funds, and WRS net pension liability. In 2019, the General Fund increased by \$2.4 million.*